

Parish Council Meeting of 11/13/2025
Minutes ~ FINAL



Present: Marc Albanese, William Carroll, Gerald Frank, Matthew Gebhardt, Cheryl Hine, Timothy Houseknecht, Adele Jay, Fr. Bernard Maloney, Duane Porterfield, Kathleen Rourke, and Barbara Willers

Excused: Liz Coats, Sharon Dal Cero, Patricia Dickerson, Edward Koh, Jacqueline Leidenfrost, Sheila Ryan, Karen Salino, and David Kaiser

Guest: Susan Guydosh

Opening Prayer: by Fr. Bernard

Minutes: Minutes of September 11, 2025, meeting approved.

Committee Reports (*see reports at the end*):

All committee chairs are reminded to include Eileen and Susan when they send out their reports.

Word committee (education and evangelization) – Duane Porterfield:

- On Jan. 14, at 9:30 a.m. (following morning Mass) Matthew Kuhner from St. Bernards, VP and academic dean, will provide a talk on “*Evangelization and Catechesis: Proclaiming the Truth of the Gospel with Joy, Humility, and Love*” as part of St. B’s “On the Road.” Maybe make it a once a month option?
 - Question was asked about the parish’s ability to videotape sessions to show at multiple locations. Cheryl Hine will inquire.
 - Other churches in our communities will be invited to attend.
- Confirmation: 2 students (brothers)
- Religious Education: Parents are given instructional materials for parents to teach their child on weekly topics. On the second Saturday of the month, following the 4:00 p.m. Mass at SFS, Religion Education families meet. The children spend time with the Religion Education Director–Liz Hall and others–and cover a religious education topic applicable to all. Parents meet with Fr. Bernard for a presentation and for a Q & A time. A meal is served when the children and parents conclude their sessions.
- Pre-Cana is now online, making it very convenient for couples.
- Looking for suggestions for classes, topics of interest for future presentations.

Worship committee (liturgy) – Barbara Willers:

- Weekday Masses get about 4–5 people except on Wed. when they get a few more. How best to invite others to attend weekly Mass?
- Father will ask during Advent that people come at least 1 day a week in addition to Sunday. There is also a communion service in T’burg on Monday mornings at 9 am.
- Christmas will have the same schedule as in the past.
- Jan. 1 is a holy day
- Eucharistic encounter will change time to after morning Mass, starting in Dec. 4 at Holy Cross and continuing on Jan 8 which will be at St. J., none in February, then again in March.

- Discussion followed about change in times and explanation of exposition, a time to “encounter the Lord” in the presence of the Eucharist.
- There will be confessions at each church prior to Christmas.
- The Sacrament of the Anointing of the Sick is planned for March 18. The parish will especially encourage parishioners over 90 years old to participate. Brunch will be provided after service concludes.
- A suggestion was made to videotape/simulcast each Mass. The equipment will be donated for each of the 3 churches. The committee will discuss this further.
- There will be a vigil Mass on Thanksgiving.

Witness committee (social action) – Gerry Frank

- Discussion of food pantries in our parishes and what we are doing to support them. How best to raise money for the 4 pantries in our parish?
 - Special envelopes will be available.
 - Total \$ received will be divided equally between the 4.
 - Amazing amount of people receiving food assistance in Ovid
- There is a “share the warmth” bin at St. James.
- Kathleen will be part of community enrichment program from Hospicare. This only covers Tompkins and Cortland counties.
- See the full report for more activities being done by this committee

Fellowship committee (social activity and communication):

- No report

Buildings and Grounds:

- So far there are five people who have volunteered to be coordinators for their churches: Tim Houseknecht, Bill Carroll, Ray Sajack, Gerry Frank, and David Kaiser. Need one more for St. James. Coordinators will do minor work (ex.: replacing lightbulbs) but in general will refer work needed to parish office to get major jobs done.
- A new handman/person has been hired. Seems enthusiastic.
- Discussion about certificate of insurance required by diocese for any people or company hired to do work in parish.
- Suggestion and discussion about restructuring B&G and building coordinators. Note that the present B&G chair, Norm Hummel, is retiring from that position and a new chair will be needed as of Jan.
- A railing for the ambo at St. James is needed and Father felt the \$172 approximate charge is reasonable.

Finance Council:

- A new regional finance director, Dan Hofford, has been assigned to our parish and will start in Jan.
- Thanks to Rebecca for all of her help with parish finances over the years.
- A financial report for fiscal year July 2024 to July 2025 was included in the bulletin.

Other Business:

- Committee chairs are reminded to include Susan and Eileen when you send out your reports to the PC.
- A request was made to include approved PC minutes (minus committee reports) on the parish council web page. Also to include dates of our upcoming meetings.
- Father will go to Florida in February. Father is looking for someone to cover the other weekends. Fr. Brendan will also do daily Masses.
- Brief discussion about changing our meeting times during the winter. It was decided to stick with our usual 7 p.m. meeting time.

Closing Prayer: Our Father

Next meeting: January 8, 2026, at 7:00 p.m. in the St. Francis Annex
Future meeting dates in 2026: March 12, May 14, and June 11.

Respectfully submitted by Kathleen E. Rourke.