

ST. LUKE CATHOLIC CHURCH

# PASTORAL COUNCIL MEETING (PPC)

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18 July 2024 / 6:15 PM / 2304 Salem Road, Virginia Beach, VA 23456

## PRESIDER:

Julia Neuweiler

## RECORDER:

Julia Neuweiler

## ATTENDEES:

Monsignor Raphael Peprah, Patty Trail, Edmund Daulton, Karla Aceituno, Sanju Joseph, Jose Delacruz, Julia Neuweiler

## ABSENT:

Philip Tubera, Rachel Fabunan, John Miller, Ferdinand Torres, Preslaysa Williams, Christian Granados, Mike Rivera, Deacon Lito Magsombol

## TOPICS DISCUSSED

### Opening

1. The Pastoral Council prayed the Evening Prayer of the Liturgy of the Hours.
2. Julia Neuweiler read the June 2024 minutes. They were not approved at

the meeting as a quorum was not met.

- a. A concern was raised that the vote should not wait until the August meeting, denying parishioners the approved minutes in July.
- b. Julia will send out an electronic request to all members and request a plan be made and approved in writing to approve minutes when a quorum is not met.

#### **Action Item #1 from June Minutes: Status of Purchasing Speed Bumps**

1. The council did not have an update regarding the email request.
2. An update was provided that there is currently a potential plan under discussion regarding increased parking. The council will continue to track the installation of potential speed bumps as parking progress develops.
3. A parking issue was raised from the previous weekend when the cones for the additional parking field were removed, causing people to park and block the entrance without realizing it. The office is aware that the cones need to be replaced if moved during events to prevent future parking issues.

#### **Action Item #2 from June Minutes: Proposal Form**

1. No additional wordsmithing was received. Current proposal form was provided to Patty for printing and to be uploaded electronically.

#### **Action Item #3 from June Minutes: Coffee Service Volunteers**

1. Julia sent an email out requesting volunteers, and names were filled for each Mass held on June 29th and June 30th.

#### **Action Item #4: Update on Spanish Missals**

1. The office is researching companies to order the missals against next year's budget.

#### **Beverage Service Schedule and Volunteers**

1. The beverage services on June 28th and 29th were positive events. Parishioners enjoyed conversations with one another, ministry

members, office staff, and council members as they sat or stood outside around the entrance.

2. Other ministries and groups have offered to host different weekends during the month.
3. A Standard Operating Procedure for the beverage service was drafted last year, and no further movement has occurred. Sanju requested another look at the procedure so the council, ministries, and groups can host the services in a uniform way from lessons learned during the initial months. This will also determine if the SOP is useful or not necessary to maintain routine and cleanliness.
4. A parishioner provided a table to support. There was a follow-up discussion of potential chairs to provide more seating.
5. Jose offered to bring a pop-up tent for some shade and raised the point that coffee was not a desired choice at the noon Mass. The same point was raised for the Saturday 4:30 Mass.
  - a. Beverages will adjust around the weather (cold drinks in summer and hot drinks in winter).
6. The council discussed ways of making supply purchases economically sound. More discussion to follow.
7. The concern was raised about moving indoors for the winter. Feedback is most parishioners do not want to move over to the Parish Hall for beverages. The Fellowship Hall was the original location, and may be the best location in the fall and winter months. More discussions to follow.
8. Julia will reach out to the council for volunteers during July 27th and 28th masses.

### **Retreat for the Parish Pastoral Council Follow Up**

1. A retreat will be scheduled for the Pastoral Parish Council, the Finance Council, and the staff during the Lenten Season. A spiritual advisor has already volunteered to support, and an organizational advisor needs to be arranged. The date, time, and location will be decided closer to Lent.

### **VIRTUS Training Update**

1. In-house training for new VIRTUS members will begin at St. Luke's following Ferdinand's qualification as an instructor.
  - a. Online and in person classes are available to complete training. Volunteers can log into VIRTUS and take the online course or register in person for a class in the area. There is a limited number of online classes available in Spanish at this time.
2. Jose raised a concern regarding the VIRTUS registration requiring social security numbers. Full socials are not needed, and the space is to be left blank. Other areas of the registration will request only the last four of the social security number or ATIN.

### **Parishioner Request for Summer Family Day/ Picnic**

1. A suggestion was brought to the council's attention about holding an end of summer Family Day or Picnic event.
2. The request will be shared with the Events Committee after receiving a proposal form sharing details of the request.
3. Potential alternate was also raised to combine a future Knights of Columbus Game Night with a Family Day event.

### **Other Items or Concerns**

1. Karla raised a suggestion from a parishioner to hold a donation event for cleaning supplies to support the church.
  - a. A concern raised was limited storage available for such donations.
  - b. Council recommended having the parishioner submit a proposal form with more details, to then provide to the building maintenance crew.

**Meeting adjourned at 7:25pm.**

### **ACTION ITEMS**

1. Conduct virtual vote for meeting minutes approval of June minutes.
2. Follow up with the Finance Council regarding potential speed bump

installation.

3. Request Council volunteers for coffee service on July 27th and July 28th.

4. Provide proposal forms to parishioners who made suggestions ahead of this meeting and make a plan to distribute for continued feedback from the parish.

Minutes respectfully submitted by Julia Neuweiler, Vice Chairperson

Minutes approved on August 22, 2024