

Holy Spirit Church
Pastoral Council
October 25, 2022

1. Opening Prayer (Angelus)
2. Minutes of the August 23, 2022 meeting were approved (MMS Mary Marcellus, Vinitha Sequeira)
3. Attendance: Father Ken Sales, Jeff Van der Sluis, Holly Marsh, Cynthia Eugene, Catherine Weeks, Vinitha Sequeira, Allan Visitacion, Dan Custodio, Mary Marcellus & Chris Carvalho

I. DISCUSSION

A. Report from the Pastor-Father Ken

October is Respect Life Month.

- School has Respect Life Rosary following 8:15 Mass on October 28.
- Knights of Columbus holding a wreath ceremony at the Memorial of the Unborn following 5:00 Mass on October 29.
- Eucharistic Adoration & Rosary after all Sunday Masses weekend of 10/30.
- Vote NO on Proposition 1.

10/10 Columbus Day, Parish offices closed

10/13 6:30 PM Our Lady of Fatima Mass and International Rosary celebrated

10/30 Pumpkin Carving Contest—Joint School, Faith Formation, & Parish

11/4 6:30 PM Mass of Remembrance

All Souls Day Candle Fundraiser is under way. These are limited edition All Souls Day candles that may be personalized for your loved ones. Available in the Sacristy, parish office, or faith formation office, they are \$10 each with a 7-day burn time.

11/6-11/12 National Vocations Awareness week. We will have a Vocation Campaign night on 11/6 with DOOVD. Seminarians and nuns will attend this event.

12/4 Fundraising event: Christmas wreath-making workshops for families. Non-alcoholic drinks and refreshments available. Tickets will be sold for this event.

12/10 following 5:00 Mass-Christmas Tableau (front of the church space under Bart station structure)

- Goal is to engage families in the liturgical life of the church and bring them to Mass
- Celebrate the birth of Jesus through live children's nativity—Annunciation, Visitation, Angel's announcement to shepherds, and 3 Kings gifts for Jesus.

Young Family Ministry

- Goal is to engage and support our young families.
- Consider other snack options apart from donuts.
- Consider free will donation jar instead of second collection.

Staff Projects

- Divine Renovation: Reflection sharing questions sharing took place in small groups
- Christmas tree lighting: Tree at church entrance on Fremont Blvd is the designated tree for tree lighting on 12/15.
- The artificial trees will be decorated by staff as a gift to our faithful parishioners.
- A small artificial tree will be decorated as a prayer ornament hanging tree.

- Jose Feliciano and Sunil Rock, two Holy Spirit parishioners, participated in the Rite of Candidacy for Permanent Deacons on October 20, 2022 at St. Isidore Parish in Danville. Bishop Michael C. Barber, SJ presided.
- Garden Ministry had a table for Ministry Sunday the weekend of 10/22-23. This is a new ministry started by a husband/wife team that has grown to 38 members.

B. Report from the Parish Business Manager –Jeff Van der Sluis

Collection Month & YTD through September 30, 2022

| | ACTUAL | BUDGET | ACTUAL | BUDGET |
|--------------------------|--------|---------|---------------|-----------|
| MTD: Plate | \$154k | \$132k | YTD: \$1,252k | \$ 1,240k |
| MTD: Expenses | \$213k | \$221k | YTD: \$2,008k | \$ 1,938k |
| MTD: Net Ordinary Income | \$-19k | \$ -49k | YTD: \$-236k | \$ -280k* |

**Including Depreciation of \$346k Y-T-D*

Summary: *These are the financials for the month of September 2022 the end of the third quarter. September income was slightly higher than budgeted and expenses slightly lower. We remain in good financial health having managed through the pandemic. Now we face a potential recession (always something), we continue onward.*

• Top Line YTD

1. YTD income is \$1.772M; 107% of budget (of which \$172k is donations/gifts).
2. YTD Expense is \$2.008M; 104% of budget.
3. Cash balance is approximately \$1.863M. (August was \$1.894M)

• Income for September

1. Total Income for September was \$193k , 112% of budget. (August was \$225k, 90% of budget).
2. Plate collection for September (key indicator) was \$154K or 117% of budget. (August was \$154k, 103% of budget).
3. September income includes new donations of \$7.5k.
4. Facility use (rentals) were \$11k.
5. Faith Formation/Youth Ministries continue with registrations. Income for these accounts is about \$18k.

• Expenses for September

1. Expenses were \$213k, were 96% of budget. (August was \$229k, 115% of budget).
2. Monthly property depreciation of \$38.4k, is included in expense but does not use cash.

• CP Campaign/CP Operations

1. \$24k entry for front entrance

Buildings and Grounds:

- Campus Master Planning Committee (CMPC) - We reviewed the Master Plan Design [draft] with CMPC Team on 9/29, and with Parish and School Staff on 10/12. We will present the draft to our community for additional feedback in November, date TBD. (MPD presented to Council at this meeting.)
- Front Entrance Project – The design has been changed based on the City's input. The permit set is being revised.
- De Sousa House (DSH) – Updating of the AV equipment (aged 15 years) is in process with an emphasis on ease of operation, flexibility, and quality.

C. Report from the School Principal – Holly Marsh

- Preschool enrollment – 34.
- K-8 enrollment – 268.
- We are focusing on Rosary during the month of October. Students got together with their buddies to make rosary bracelets and to pray the rosary together.
- We will have a small carnival on Halloween , followed by trunk-or-treat. We look forward to seeing our community coming together for some fun!
- In November we will participate in Operation Christmas Child. Our goal this year is to connect with various service organizations to help take care of the greater community and to spread the gospel teachings.

D. UPDATES

- Liturgy Committee – Justin Ma (submitted via email)
 - 11/19 Volunteer Retreat and Appreciation Luncheon
 - 11/27 to 11/29 Advent Parish Retreat
 - 12/15-12/23 6:30 pm Simbang Gabi Novena
- St. Vincent de Paul- Cynthia Eugene
 - Ministry members volunteered for a total of xxx hours.
 - From 8/21/22-10/8/22, the following assistance was provided:

| | |
|----------------------------|-----------------------------|
| Food – 1352 people; 4 pets | Bus Tickets – 171 people |
| Gas Cards – 161 people | Household items – 88 people |
| Hygiene items – 81 people | Baby items -- 38 people |
| Clothing – 261 people | Furniture – 5 people |
| Rent – 8 people | Utilities/Phone – 9 people |
| Dues/Permits – 4 people | Storage – 3 people |
| Cold weather – 2 people | Vehicle Repairs – 1 person |
 - Fiscal Year 10/1/21-9/30/22

| | |
|--|---|
| Food/gift cards were provided to families: | |
| Thanksgiving 2021 – 25 families | Christmas 2021 – 25 families; 47 children |
| Easter 2022 – 28 families | Back to School 2022 – 50 children |
| For total of volunteer hours of 2227 | |

○ The Stephen Ministry—Catherine Weeks

Here is the Stephen Ministry report for October 2021 – October 2022

0 ministers at 70 chapel services/committals
1 minister prep for 7 masses = 7 ministers
1 minister at 28 masses = 28 ministers
2 ministers at 43 masses = 86 ministers
3 ministers at 8 masses = 24 ministers
4 ministers at 2 masses = 8 ministers

Total 153 ministers x 2.5 hours = 382.5 volunteer hours

| | | |
|--------------------------------|-----------|-----|
| | 2016-2017 | 89 |
| 70 Chapel Services/Committals | 2017-2018 | 76 |
| 88 Funeral and Memorial Masses | 2018-2019 | 97 |
| ===== | 2019-2020 | 68 |
| 158 services (2021-2022) | 2020-2021 | 117 |

- CYO-Allan Visitacion

Parish Center Update

1. Consider regular floor maintenance rather than a more expensive full resurface every four years.
2. Gym lights still not operating properly (since July). DJ working with vendor to fix.

Sports Update

- Cross Country Season complete.
 - 22 participants
 - 5 races Aug – Oct
 - Girls K-2 took 1st place in Diocese for ½ mile run
- Boys Basketball
 - Regular season started 8/4
 - 13 teams, (1) American and (1) National in all divisions + 2nd grade team
 - Holy Spirit Hardwood Class tournament held 10/8-10/9
 - CYO Mass on 10/23 with excellent turnout
 - Mission Valley League 3rd Grade Jamboree with excellent turnout
- Girls Volleyball
 - Regular Season started 8/5
 - 6 teams. (1) for each Grade 3-8
 - Safety padding and 2nd referee stand purchase in progress
- Cheerleading
 - 18 cheerleaders
 - Plan to cheer both boys' and girls' basketball seasons
 - Uniforms purchased by CYO with the funds raised with Zumba Class, Raffle Tickets, and Tournament proceeds.
- Ask for clergy appearance as select games played at Holy Spirit during the season.
- Announced notice to step down as Athletic Director; estimating a 2-year transition once a new director is announced.

Service Update

1. Planning Holy Spirit Hardwood Classic (Basketball Tournament) for Thanksgiving and Christmas 2022.
 2. Thanksgiving tourney funds go toward uniforms and gym floor maintenance.
 3. Christmas tourney "Socks for Swishes" to help Table of Plenty. No earnings anticipated.
- Filipino Society (HSFS)--Arlene Vargas (No report)
 - Indian Society—Vinitha Sequeira
 1. 9/17 5:00 Mass Our Lady of Velankanni was celebrated. Snacks and water in to-go boxes were distributed to all parishioners after Mass.
 2. Indian Society was represented at Ministry Sunday on 10/1 and 10/2 after all masses. Four new families joined our society.
 3. 150 hot meals, water and snacks were distributed on 10/15 for Table of Plenty guests.
 4. Next food sale is 10/30.

- Faith Formation—Chris Carvalho
 - 176 registered in grades 1-5 (80 in First Communion I; 58 in First Communion II; 38 in Ongoing Formation)
 - 57 registered in grades 6-8 (Middle School-new designation).
 - 177 registered in grades 6-12 (82 in Confirmation I; 95 in Confirmation II)
 - 15 registered in Catechesis of the Good Shepherd
 - 17 registered in RCIA/RCIC
 - New this year: 1st Saturday 8:15 AM (school year) Mass is a teaching mass for FF students/families & 1st Sunday 10:45 AM (year around) is FF mass sponsored with students from Grades 3-8 acting as Lectors, Acolytes, Greeters, and Ushers. Response to these service ministries has been greater than hoped for.
 - 10 FF students attended September 17 Acolyte Training (24 trainees total) with 10+ more waiting for the next training opportunity.

II. **ACTION ITEMS**

- Continue to think about future Action Items.
- Parish Council to be represented at Ministry Sunday events (Dan Custodio)

III. **CONCLUDING PRAYER**

The meeting concluded with the Glory Be at 8:00 PM.

The next Parish Council meeting is rescheduled for Tuesday, January 24, 2023, 7PM. We expect this meeting to be in person, at the Fireside Lounge.