

**The Basilica of Saint Mary
Parish Council Meeting Minutes. March 22 , 2023**

Parish Council Attendance: Carole Burton, Edith-Nicole Cameron, Matt Celichowski, Roger Cloutier, Fr. Daniel Griffith, My Lam, Jennifer Lange, David Link, Susan Link, Andrea Lutterman, Tom Paul, Jill Reilly, Donna Wieneke Staff: Terri Ashmore.

Absent: Steven Kim.

Welcome and Call to Order

Jill Reilly called the meeting to order at 5:30pm on Wednesday, March 22, 2023 via Zoom. Fr. Griffith offered an opening prayer.

Review and Approval of February 16, 2023 Meeting Minutes

MOTION TO APPROVE THE FEBRUARY 16, 2023 PARISH COUNCIL MEETING MINUTES AS WRITTEN WAS MADE BY EDITH-NICOLE CAMERON AND SECONDED BY DONNA WIENEKE. MOTION CARRIED.

Parish Council Chair Report – Jill Reilly

Ministry Representative Parish Council Members:

Jill Reilly and Steven Kim were asked to clarify the role of ministerial representative council members. The wording in the Constitution is not clear. Traditionally, the ministerial representatives have been involved with their ministry area but have focused on the parish as a whole when making council decisions. Jill proposed four bullet points for the job descriptions, rather than amending the Constitution. Discussion on this topic will continue at the April meeting.

Nominating Committee update:

Nominations are open for Christian Life and Liturgy positions on the Council and are due by April 14. Please let Terri know of possible candidates, or encourage individuals to submit an application.

Listening Sessions Wrap Up:

Key takeaways:

1. Our Liturgies, particularly the music, are very well received.
2. People feel really good about outreach and social justice.
3. The role of women in church/leadership positions was mentioned often.
4. There is concern about education at all levels: Why are kids leaving the church?
5. Not mentioned as frequently, but there is a continued perception that downtown / The Basilica are not safe.

The Equity Diversity Inclusion (EDI) Leadership Team has invited Council members to attend March 24 Stations of the Cross, followed by refreshments and opportunities to meet and connect.

Pastor's Report – Fr. Daniel Griffith

Lenten Journey – Catholic Social Teaching Series:

Attendance for the series has been excellent with over 100 participants in person and online. Listening sessions also highlighted desire for Catholic Social Teaching educational opportunities.

Staff Update:

Consultant Jocelyn Hale has facilitated several Staff Stakeholder conversations, with groups divided by length of tenure, to discuss succession planning and the overall structure of the Basilica staff. The meetings have been very positive. Jocelyn will present a report to the Council.

The Basilica Landmark Capital Campaign Update:

Most recent meeting with Creative Fundraising Advisors (CFA) went well. They are helping the discern the readiness for a capital campaign by evaluating Development staffing needs, and the potential prospects to support the effort to launch a successful campaign.

Fr. Griffith thanked Sue Hayes and Tom Paul for stepping in as Interim Development Directors.

Engagement Discussion:

Fr. Griffith led a discussion that focused on the continuing need for increased financial transparency with the parish, and also a need to be intentionally creative as we emerge from the pandemic. How can we become a better church rather than how can we recreate what we had?

Jill Reilly – Old Business

Janice Andersen has asked if Council members will participate in a summer pilot for Intercultural Development Inventory (IDI). Council members all expressed interest in taking part. Jill will relay that to Janice.

Donna and Edith-Nicole met with staff leaders to discuss staff recognition / support. Their findings will be included in the larger report from Jocelyn Hale. Jocelyn has recommended that the Council host a lunch for the whole staff. Donna and Edith-Nicole will look into this after the Landmark Spark.

Parish Council Member Updates – Matt Celichowski

Matt presented on Maximizing Volunteer Engagement. He started with comments from the Synod process about how we interact with our volunteers, then did a follow up survey to identify some main themes. Major themes were a need to improve accessibility, and a perception that being active as a volunteer is important to feeling a part of the parish.

He has created three volunteer personas – generic representations of the type of individual, their goals, their needs: New Volunteer / Existing Volunteer / Staff. He will be exploring what happens after the initial contact with a staff member, and also sending out a mini survey. The goal is a way to incorporate that feedback into crafting how the Basilica connects with volunteers. He will bring a recommendation back to The Basilica Staff and the Parish Council.

Finance Report – Roger Cloutier

February came in with a net deficit of approximately \$13,000. Year-to-date overall we are down 2% compared to budget. Financial Stewardship is down by \$91,000, with expenses overbudget

by \$6,000. These financials are being conveyed in the newsletter, but Roger encouraged even further transparency.

Given recent events in the banking industry with bank closures, the Finance Committee discussed the safety of The Basilica's assets. The Committee feels The Basilica is financially sound and our assets are held safely.

Gap Strategy, Request for Leadership Support – Tom Paul

The Development Team is making a plan to close the revenue gap (and hopefully go beyond the gap) in the remaining four months of the fiscal year. Tom noted it would be helpful if we could report that 100% of our volunteer leadership is on board with a supplemental gift – whatever the size. CFA has experts in general campaign fundraising who are assisting the team with messaging.

Tom encouraged Council members to attend the Landmark Spark on May 19, and/or to contribute an auction item. He will send out an email summarizing what is needed.

Other Business and Adjourn

MOTION TO ADJOURN MOVED BY MY LAM, SECONDED BY MATT CELICHOWSKI.
MOTION CARRIED.