

**Mission Statement:** Our Lady of the Holy Souls Parish is a family of believers seeking to know, love and serve God as a faith community. To celebrate the presence of Christ among us, we will enhance the community atmosphere of our parish and develop stewardship of time, talent, and treasure.

**Minutes of the Meeting of the Pastoral Council of  
Our Lady of the Holy Souls Catholic Church  
1003 North Tyler Street  
Little Rock, Arkansas 72205  
September 11, 2012**

The Pastoral Council meeting was called to order at 6:05 p.m. by Susanne Stabnick, President. The meeting opened with prayer.

Members present: Father Erik Pohlmeier, Paula Wellborn, Laura Hathaway, Donna Bressinck, Robert Magri, Margaret Zakrzewski, Darlene Hebda, Kenny Gunderman, Paul Mammarelli

Members absent: Steve Hoffman, Jan Britt

**Approval of the Minutes:** Minutes of the August 21, 2012, meeting were approved.

**COMMISSION/COMMITTEE REPORTS:**

**Finance & Administration:**

George O'Connor reported for the Finance Committee (report attached). For two months into fiscal year, 2012-2013, budgeted total operating income equals \$252,060 with actual income being \$244,629. Operating expenses over expense equals \$38,043 with actual income being \$28,731. Father Erik requested that collection comparisons from fiscal last year to fiscal present year be included in the monthly financial report addressed to the Parish Council members.

**Building and Grounds:**

Mary Carman reported for the Building and Grounds Committee. Mary made reference to the Department of Higher Education for Universities that recommend placing \$2.50 per square foot of building space per year into a designated maintenance fund, which calculates at Holy Souls to over \$200,000 per year. The six top projects for Holy Souls are: 1) fire protection update for the school -\$16,000 estimate; 2) installation of fire alarm system in rectory and church office-\$9,000 estimate; 3) replacement of Allen Center roof- \$135,000 estimate; 4) replacement of remaining portion of the school roof-\$60,000 estimate; 5) resurfacing of the Parish Hall parking lot-\$25,000 estimate; 6) campus wide retrofitting the light fixtures-\$40,000 estimate. Contributions are needed to the fund of \$185,000 to make these projects possible. On the first Sunday of each month an update will be provided on the Building Fund. In addition, the project planning (installing tile, etc.) for the Tabernacle area as well as the Shrine area continues.

**Education and Formation Commission:**

Robert Magri reported for the Education and Formation Commission. Robert said that plans are being made for guest vocation speakers for students at Our Lady of the Holy Souls. Robert has contacted the principal for potential dates. The Formation House is nearing completion and will be dedicated September 20, 2012. Margaret Zakrzewski said that PRE met on Sunday, September 9<sup>th</sup> with a very good turnout. Adult Education Formation have two programs scheduled. The first will be held in late September and will consider Catholic principles of faith in the context of voting for officeholders. The second program will be held October 24<sup>th</sup> with Abbot Jerome Kodell of Subiaco speaking on prayer.

**Liturgy Commission:**

Laura Hathaway reported that the Liturgy Commission did not meet. A brief discussion was held regarding a future meeting of all liturgical ministers (including altar servers) to discuss upcoming liturgical changes and also the thank the ministers for their devotion to their ministry.

**Parish Life Commission:**

Susanne Stabnick reported for the Parish Life Commission. Susanne said a Newcomers Reception has been scheduled for October 2<sup>nd</sup>, 5:30 p.m., Parish Hall. The Pet Blessing has been scheduled for October 6<sup>th</sup>.

**Social Concerns Commission:**

Darlene Hebda reported for the Social Concerns Commission (minutes attached). Darlene said that plans are developing regarding a partnership with the Little Rock Civitan Club as part of the "Project S.O.S." program to collect items needed for our soldiers overseas. The time frame for collecting these items is being discussed with the club. Also, Darlene mentioned the plan for Holy Souls School children to write letters in support and appreciation of our soldiers. It was suggested that parishioners also write letters to soldiers. With regard to the CASA Coat Drive, no coats are needed for this year. However, the CASA office mentioned that they are in need of office furniture.

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**Vocations Committee:**

Robert Magri reported for the Vocations Committee (minutes attached). Among the topics discussed at their meeting on September 8<sup>th</sup>, discussion continues for a Vocation Discernment Event. The discussion of the Chalice Program continued with a possibility of making it a “beginning of school activity”.

Jacob Hopkins reported for CYM. Among the topics Jacob mentioned: On September 28<sup>th</sup>-30<sup>th</sup>, CYM will be going camping at Petit Jean Mountain. The Region X Catholic Youth Conference will be held November 16<sup>th</sup>-18<sup>th</sup> in St. Angelo, Texas. Registration continues for the 2013 Spring Break Ski Trip to Breckenridge, CO.

**Old Business:**

Father Erik mentioned that discussion continues with regard to standing versus kneeling during Communion at Mass. At the recent meeting held to discuss the ongoing plans for the Our Lady of the Holy Souls shrine, sketches are forthcoming for both the statue and the entire location for the shrine.

A suggestion was made that the Adult Formation Committee continue to accentuate, at their Adult Formation Educational meetings, discussions using displays and Catholic liturgical art and symbols.

For the continuation of planning for Feast Day, Parish Life members will meet with various school parents to work together to discuss the planning.

**New Business:**

Father Erik said that a meeting is being planned during the first part of October, to discuss the “Year of Faith”. This meeting will occur after Bishop Taylor’s homily addressing this topic.

**Pastoral Comments:**

There was no pastoral comments to report.

There being no further business, the meeting adjourned 6:46 pm.

***The next Parish Council meeting will be October 30, 2012, 6:00 p.m. Parish Hall.***

Respectfully submitted,

Edna de Noble  
Recording Secretary  
attachments