

WOMEN OF OLG C'S EXECUTIVE BOARD MEETING MINUTES

September 10, 2020

Attendance: Jane Heishman, Beverly MacDonald, Peggy Loudin, Marian Chirichella, Barb De Lisa, Suzanne Keating, Mary Pat Egan, Elvira Jakub, Marianne Palen, Joan O'Rourke, Betsy Argauer, Merle Senyk, Kathy Arpa, Patty Donohue, Karen Ward, Chiqui Sanchez, and one unidentified phone number.

Call to Order: The In-Person/Zoom meeting was called to order by President Jane Heishman at 7:06 p.m. Liturgy Chair Merle Senyk led us in the opening prayer.

June Minutes were moved for acceptance by Mary Pat Egan, seconded Beverly MacDonald, and approved unanimously.

Treasurer's Report

In keeping with the concept of NOT collecting Annual WOLGC Membership Dues, with Fr. Matt's recommendation to have the parish fund the WOLGC ministries/programs, and his request for a Proposed Budget for 2020-2021 for staff review, the final Financial Report for 2019-2020 was used as a model to ensure all activities/needs were covered. Each line item was examined, discussed, and either retained, adjusted, or dismissed resulting in a budget of \$4,500.00.

Action: A motion to approve and submit the Proposed Budget to Fr. Matt was made by Barbara De Lisa, seconded by Mary Pat Egan, and approved unanimously. Treasurer Peggy Loudin will finalize the Proposed 2020-2021 Budget (*see attached*) and send to Fr. Matt and Brian Patterson, Director of Finance, for review.

Please Note:

- No money carried over from last year; starting 2020-2021 with \$0.00. Money remaining from 2019-2020 (*approx. \$109.00*) went back to the church.
- As the parish will be picking up the cost of Funeral Luncheons, WOLGC financial obligations have been dramatically reduced. Cost for Senior Luncheons questionable; in a wait-and-see posture.
- All monies/any donations received by WOLGC must be turned over to the Director of Finance for processing. Donations/Checks should be properly earmarked "WOLGC."
- No cash/checks are to leave the church property; appropriate forms are to be completed, and envelopes used to put cash/checks in the safe.
- Gifts for Fr. Dolan were discussed; however, approval and disbursement occurred last year.

NEW BUSINESS

Committee for Helping Others (CHO)/Food for Others Combined Drive, September 19 & 20. There are many firsts attached to this drive:

- The first of the new One Outreach Project Per Month aimed at greater participation by the entire parish;
- The first drive-by food drive conducted by WOLGC;
- The first time there will NOT be a second CHO Offertory Collection before Christmas to help "stock" their Christmas Store. Parishioners are being asked to donate NOW to the food drive AND the Christmas Store. The option to add CHO notices to the Giving-Tree exists.

Action: Given the impact of the novel coronavirus, the need among those serviced by CHO and Food for Others is greater than ever before; we need a successful drive. To that end,

- The drive has been publicized/will continue to be noted in the Weekly Communication Irene Zaso, Director of Communications sends out, as well as in the Bulletin, on the OLG C web site, and across 10 additional social media sites as submitted by Irene. Amy Winkler de Bernardo has circulated the information to those involved in CCF. Board Members who are OLG C parents are informing the school.

- It will require a vast number of volunteers to oversee the drive (8:00am – 5:00pm both days), collect and sort the food items, and load the cars for Monday delivery. President Jane sent out a Sign-Up Genius and volunteer slots were filled on the very first day the request for volunteers was made.
- Given the restriction of leaving the donations in DeSales Hall overnight, all sorting and packaging must be done on Sunday evening. Parishioners have volunteered to store the donations in their cars overnight and deliver on Monday morning when CHO and Food for Others reopen.

Power Packs Project will be the October Outreach Project. The process will mirror the CHO/Food for Others Drive; one addition: volunteers will be needed to “pack the bags”; we cannot deliver unpackaged donations.

Action: Publicity will be circulated at the beginning of October. Parishioners will drop off their donations on October 24 & 25, with delivery to Food for Others on the Monday, October 26th. Volunteers will be needed to take in the donations, fill the individual 2-gallon bags (2 items each for breakfast, lunch, dinner, snacks, and beverages), and load the cars for Monday delivery.

Women of OLGC Web Site: In response to suggestions to make the WOLGC more widely known – who we are, what we do, etc., we’ve been working with the Administration to construct specific WOLGC areas under the ministries we serve and then update as needed. This will forever be a work in progress as new postings will be made continuously! Right now, WOLGC information can be found in the following locations: Calendar, Fellowship, Outreach, Outreach Calendar of Events, Live/OLGC Social Media Posts.

Action: Board Meeting Minutes will be added each month and pertinent information as needed.

Women of OLGC Dues Collection Canceled: The traditional envelope for WOLGC Annual Membership Dues will no longer be included in the packet of weekly Offertory envelopes. It was thought that all second collections were being done away with but that was not the case, only WOLGC Dues envelope was removed.

Last year, WOLGC had a total of 723 members, however, only 208 submitted dues money. Membership Chair Barbara De Lisa outlined a few options to distribute envelopes and information, but looking at last year’s productivity and the obstacles of reaching a sufficient number of people, Fr. Matt and the Administrative Staff did not find collecting dues a worthwhile activity. Rather, if the Proposed 2020-2021 Budget is approved, the parish will fund our ministries/programs.

Please note: EVERY WOMAN PARISHIONER IS STILL A MEMBER OF WOLGC AND WOLGC WILL CONTINUE TO DO WHAT IT HAS ALWAYS DONE!

Committee Updates

Funeral Luncheons (Possibly restarting): This topic generated a great deal of discussion given the current pandemic and rules/regulations/restrictions that must be followed.

The Parish Liturgy Group will be assuming the financial responsibility for Funeral Luncheons; it will no longer be a WOLGC financial responsibility nor a means of income. However, the question was asked as to whether the WOLGC would still support the ministry: volunteer to set up and break down the luncheon – if luncheons are done at all. And if they are done, they definitely would be done differently – no buffets, no foods prepared in parishioners’ homes and donated; perhaps box lunches would be served and volunteers may still be needed as mentioned above and to take care of beverages; perhaps have food delivered to the family’s home, etc. – many possibilities and alternatives mentioned.

Some Board Members were surprised that we would even think about saying ‘no’ to such a valuable service and, just as restaurants have re-opened by following the proper protocol, we, too, could follow the same protocol and provide the service. Covid is having such a huge impact on everything!

While it was agreed that this has been an important ministry, objections aligned with coronavirus regulations were voiced to include:

- Liability issue – by doing a luncheon, are we encouraging large group gatherings and the possibility of exposing people to the virus on church grounds. Masks must be removed to eat.
- Social distancing for volunteers preparing for the luncheon.

- Volunteers tend to be senior citizens – ‘at-risk’ people – more reluctant to volunteer. Would there be an age restriction? Masks and gloves needed.
- Recruiting younger volunteers still holds the same coronavirus restrictions and regulations.

Action: Suzanne Keating, Funeral Luncheon Chair, will talk at greater length with Gerard Hall, Liturgy Director, to try to get a clearer picture of what the future luncheons would look like before committing to participating in/supporting this ministry. As more information is needed, a vote on this issue was tabled for a subsequent meeting. In addition, Suzanne is exploring caterers that have a relationship with OLG, costing out preparing box lunches for 20-60 people. Box lunches are awfully expensive. However, the way Luncheons will be handled in the future is ultimately the Parish Liturgy Group’s decision.

Communion Breakfast Canceled: Given the coronavirus restrictions, cannot host this event now.

Blood Drive: Will be scheduled; run by medical professionals who will adhere to coronavirus regulations. All we need to provide is date/time/space in the parking lot for the van.

Action: Merle Senyk, Blood Drive Chair, will be handling the arrangements.

Spaghetti Dinner: Canceled: Given the coronavirus restrictions, cannot host this event now.

Pro-Life: Diaper Drive on July 12 was a HUGE success, a very wonderful day. The following items were dropped off at St. Joseph’s Center parking lot between 7:30 a.m. and 12 p.m.

- 14,623 Diapers,
- 10,512 wipes,
- 20 tubes diaper rash ointment,
- 11 containers of formula
- 2 packages of pull-ups
- \$1,685 in cash and gift cards

and then delivered to Women’s Choice Pregnancy Center, Fairfax Diapers, and Society of Life Ministries.

Our Lady’s Quilters: The group is meeting weekly on Monday at 11:00am in Mary’s Garden to pray the rosary.

- Last year’s quilt income was \$1,100.00.

EVENTS:

- September 19 & 20: CHO/Food for Others Drive-By Food Collection
- October 24 & 25: “Power Packs” Outreach Drive
- OLG virtual events: <https://www.olgcva.org/live>

Adjournment: Merle led the Board in the closing prayer at 8:02 p.m.

Action: Using the OLG Zoom account, a Zoom Meeting created for ‘one-time use only’ appears to have no time limit, a Zoom Meeting created for ‘recurring use’ (i.e., monthly) has a one-hour limit. As such, our business had to be transacted within a one-hour window. Jane will verify the one-hour limit and, if that is the case, attempt to change it for subsequent meetings.

Next Meeting: The next meeting to be held In-Person/Zoom is scheduled for Thursday, October 1st at 7:00 p.m.

| Women of OLGC Budget 2020-2021 | | |
|---------------------------------------|--|-----------------|
| | <i>Presented and Approved by WOLGC Board, 10 Sept 2020</i> | |
| OUTREACH | | |
| | Rosary Supplies | \$ 500 |
| | Quilt Supplies | \$ 500 |
| | Prayer Shawls | \$ 100 |
| | Senior Lunch (TBD) | \$ - |
| | Spaghetti Dinner Expenses (TBD) | \$ - |
| | Pro Life | \$ 350 |
| | Power Packs | \$ 500 |
| | Adopt-a-Family | \$ 200 |
| | SOME (<i>coolers & icepacks for perishables</i>) | \$ 900 |
| | Gifts / Mass Cards | \$ 350 |
| | HS/Elem School Grad Parties / Awards | \$ 400 |
| | Meetings – Speakers / Refreshments | \$ 150 |
| ADMINISTRATIVE | | |
| | Sign-Up Genius Fee | \$ 350 |
| | Misc. | \$ 200 |
| | Total Estimated Expenses | \$ 4,500 |