Immaculate Conception Catholic Church
Pastoral Council Meeting Agenda

Vision Statement: *Immaculate Conception will be the vibrant expression of the presence of the Risen Christ in sacred worship and through loving service.*

Mission Statement: *We live Jesus Christ by proclaiming the Gospel, by celebrating the Eucharist, by nourishing our faith, and by loving and serving all God's people.*

Date: Saturday: July 11,,2015
Time: 8:30am- 12:30pm
Location: DeSales Faith Formation Center, Assigned Meeting Room
Prayer: Ann Allen
Refreshments: Char Papagikos & Marie Mac Donald
Setup/Cleanup: Mike Fleming & Colin Simpson
Desired Outcomes:

1. Executive Council Election
2. Subcommittees for the next year
3. Trigger Word In-service

	What	How	Who	When
1	Start Up	1. Opening Prayer: 2. Agree to Desired Outcomes 3. Minutes 4. Action items/schedule distribution	Phyllis Filgate Marie Mac Donald	9:00-9:05 a.m.
2	Finance Report	Discussion	Charlie DaVolio	9:05-9:15am
3	Selection of Executive Council	Resolution	Marie Mac Donald	9:15-9:25am
4	Subcommittee Selections/ Breakout Session	Resolution/Discussion	Marie Mac Donald	9:25-10:25am
6	Break			10:25-10:40am

7	Subcommittee initial reports	Discussion	All	10:40-11:10am
8	In-service on Trigger Words	Listening	Paul Schwagerl	11:10-12:00pm
9.	Pastor Dialogue	Listening	Father John	12:00-12:15
10.	New items from the Floor for future meetings	Introduction/Discussion /Plan	Marie Mac Donald	12:15-12:20pm
11.	Wrap up	1. Action List 2. Future Agenda Items 3. Group Check/Debrief 4. Next meeting: 5. Closing Prayer:	Marie Mac Donald	12:20-12:30pm

Stewardship Prayer

Lord God, you alone are the source of every good gift, of the vast array of our universe, and the mystery of each human life. We praise you and we thank you for your great power and your tender, faithful love.

Everything we are and everything we have is your gift.
After having created us, you have given us into the keeping of your son, Jesus Christ.

Fill our minds with His truth and our hearts with His love, that in His spirit we may be bonded together in a community of faith, a parish family, a caring people.

In the Name and Spirit of Jesus, we commit ourselves to be good stewards of the gifts entrusted to us, to share our time, our talent, and our material gifts as an outward sign of the treasure we hold in Jesus. Amen.

PPC Meetings for the 2014-15 Fiscal Year

8:30 AM to 12:30 PM
July 11, 2015

September 12, 2015
November 14, 2015
March 5, 2016
May 7, 2016

PPC Executive Committee Meetings
9:30-10:30 AM
August 16, 2015
October 18, 2015
February 14, 2016
April 17, 2016

Other dates:
Retreat TBA
Leadership Meeting January 30, 2016
Discernment Schedule:
Witness Talks
December 12 & 13 , 2015
Council Display
January 2 & 3, 2016
January 9 & 10, 2016
2016 Installation

PARISH PASTORAL COUNCIL
MEETING - MINUTES
July 11, 2015

PPC Members Present:

Ann Allen	Marie Mac Donald
Mike Fleming	John McGee OSFS
Phyllis Filgate	Joe Mazur
Thomas Filgate	Paul Schwagerl
Charlotte Hoyle	Colin Simpson

Guests:
Bob Smith, Jeff Allen, Charlie DaVolio

Members excused:
Char Papagikos, Mary Kay Stiver, Barbara Foley

ACTION ITEMS:

- Council members with additional comments regarding the fiscal presentations should email their comments to Charlie DaVolio no later than 7/30/2015
- Discernment interview questions to be sent to the council prior to the next meeting for discussion (Ann Allen)
- Subcommittee Reporting Form sent out to all council members (Phyllis Filgate)
- Subcommittee Reports to be sent to Marie MacDonald and Phyllis Filgate 2 weeks prior to the next meeting (September 1, 2015)
- Notify Elaine LaCourse of the new members requiring name tags and the lack of a tag for (Phyllis Filgate)
- Contact Charlie DaVolio to request key fobs for the new council members (Phyllis Filgate)
- Send email notification of subcommittee assignments to excused council members (Phyllis Filgate)

MEETING:

Prayer:
Ann Allen opened the meeting with a prayer.

Desired Outcomes
Marie Mac Donald reviewed the desired outcomes for the meeting.

Minutes:
Minutes from the May 16th minutes were approved.

Action Items:
Action items from the last meeting were reviewed and discussed.

Finance Report
Charlie DaVolio presented the end of year report for both budget and capital campaign.

- Capital Campaign is on track to meet 80% of the pledged amount.
- Capital Campaign is entering its 4th and final year. 12 of 16 quarterly payments have been made to the Diocese towards the 2012 Bishop's Annual Appeal and Cathedral. ICC has begun making additional payments towards the principal balance of our debt.
- The fiscal year ended with Parish income $40k less than needed to meet expenditures.
- Parish income must increase to meet expense obligations and to avoid further withdrawals from parish savings.

Representatives from the finance committee presented a plan for raising awareness on the part of the parish and changing the culture of giving to try and improve offertory income.

Sub Committees:

Pastoral Planning

Members: Marie Mac Donald (Lead), Tom Filgate, Charlotte Papagikos & Barbara Foley

Plan:

1. Establish future vision goals to ensure that the pastoral plan is future focused
2. Meet with Loraine, Marie, Ginny, Amy and Ann to create a two year plan for each area
3. Meet with all ministry chairs and asst. chairs in January to establish the 2016/17 year goals (asking have you achieved the current year goal/if not why not?)
4. PPC pastoral planning committee member to attend a commission meeting in the Fall and again in the Spring to get an update on where each area is at with their current goals.

Communication:

Members: Paul Schwagerl (lead), Phyllis Filgate, Mike Fleming, Joe Mazur

Plan:

1. Working within our ministries start to improve name recognition among parishioners by wearing ministry name tags at all times. This would foster a closer community spirit.

Discernment

Members: Anne Allen (lead) & Charlotte Hoyle

Plan:

1. Calendar is in place and group will begin acting on it. For the next meeting share with the council the questions asked of potential council members to see if there are ways to improve them.

Special Events

Members: Colin Simpson (lead) & Mary Kay Stiver

Plan:

1. Meeting on Sunday 7/12 to review dates for the retreat. Leadership meeting is set for 1/31/16

Trigger Word In-service:

Paul Schwagerl provided an in-service on trigger words that can to negative feelings, cause misunderstandings as well as possible anger.

Pastor Dialogue

- We had a good year the only issue was the budget shortfall. Cuts are in place to maximize our spending next year. We need to be candid with the parish regarding our financial status.
- We have received a number of compliments regarding the video shown during Corpus Christi
- The visitation ministry has been positive. A card to be left with each person visited will reinforce our presence and who was there.
- Thank you to Paul Schwagerl for our communications in-service
- The impact of the mass time change has been primarily good. It is easier to find ministers to serve, and there have been little or no comments contrary.
- Fr. Greg Anatuanya is the new priest at UNCW and will support Fr. Vetter at St. Therese.

Items from the Floor

The schedule for Done in One has been set with 6 presentations for the upcoming year.

Next Meeting Agenda

- Follow up fiscal report
- Subcommittee Reports
- Discernment questions
- Retreat information

Group Check:

"What were our successes?
Finance discussion good presentations
Trigger Word In-service excellent
Subcommittee Discussion well organized

"What were our challenges?"
Time management

"What do we change/adjust for future meetings?"
Preplan when there is an additional report to allow sufficient time

Closing Prayer

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Next meeting September 12, 2015

Parish Pastoral Council meeting dates, members responsible for prayer, refreshments and Setup are below. All meetings are held at the ***De Sales Faith Formation Center from 8:30 am to 12:30pm****.*

DATE	PRAYER	REFRESHMENTS	SETUP/CLEANUP
September 12, 2015	Charlotte Hoyle	Barbara Foley & Mary Kay Stiver	Thomas Filgate & Joe Mazur
November 14, 2015	Phyllis Filgate	Paul Schwagerl & Ann Allen	Char Papagikos & Charlotte Hoyle
Leadership meeting	Marie Mac Donald	Colin Simpson &Thomas Filgate	Mary Kay Stiver & Barbara Foley
March 5, 2016	Thomas Filgate	Phyllis Filgate &Charlotte Hoyle	Barbara Foley & Paul Schwagerl
May 7, 2016	Joe Mazur	Mike Fleming & Ann Allen	Phyllis Filgate & Marie MacDonald
Retreat	Barbara Foley	Marie Mac Donald & Colin Simpson	Char Papagikos & Mary Kay Stiver

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Respectfully submitted,
Phyllis A. Filgate, Recording Secretary