

PARISH PASTORAL COUCNCIL MEETING MINUTES, June 30, 2018

Members Present:

Bob Brezler
Rachelle Dargie
Charlotte Hoyle
George Plarre
Cheryl Saba
Steve Shepherd
Marguerite Stokes
Gale Wallace
Father John

Excused:

Eric Brewer
Marty Plage

Action Items: Reviewed

Opening Prayer: Gale Wallace led the group in prayer

Minutes: Reviewed and approved

Desired Outcomes

- 2018-2019 Strengths and Desired Outcomes
- Update Expo Commitments
- New Committee Assignments
- Complete Orientation Schedule

Gale Wallace

- Welcomed new members, reminder to pay close attention to meeting dates and task responsibilities
- Consult Charlie DaVolio for key job and instructions
- Cheryl Saba nominated Gale Wallace for Chair of Executive Committee, seconded by Steve Shepherd
- Rachelle Dargie will be member at large, Bob Brezler volunteered to be Vice Chair, Cheryl Saba remains on the Council

Discernment committee, Charlotte Hoyle

- Provided synopsis of the tasks involved from getting nominations from PPC, contacting all nominated, and creating a list for discernment process and Liturgy to become new PPC members for those rotating off the Council
- Marty Plage has been involved and will be the Chair and Marguerite Stokes will assist him

Areas of Strengths and Growth, Gale Wallace

- Gale Wallace needs a successor and discussed the process involved:
 - request goes out to six ministry chairs for ministry submissions in December,
 - a list of chairs is finalized in January in plenty of time for new budget,
 - new leaders for ministries are in place,
 - then examine what was done well and what needs to be done the following year
- Marguerite Stokes will work with Gale Wallace to transition into the next leader.

Expo

Gale Wallace

- Gale Wallace, Cheryl Saba, and helpers will pass out the “Save the Date Magnets” at the weekend Liturgies, Bulletin/monitor/push events being handled by Cheryl Saba, photographer reserved by Cheryl Saba for \$150, Gale Wallace and Cheryl Saba will help with the distribution of Ministry Description booklets at the event.
- Other members of the Council are making progress researching and will begin adding specifics to their checklists for the Council’s next meeting.

Father John

- food and beverages already being handled, just waiting for RSVPs and attendance numbers
- vital that specific people be available for distribution of the food
- the coordinator and assistant coordinator of each ministry need to be present at the ministry tables
- first aid person and/or kits needed
- Stewardship Opportunity booklets will be handed out upon arrival or can be at the ministry tables
- will talk to Barney McAteer from Knights of Columbus about easy drinks in cans or from barrels

Steve Shepherd

- will take care of making the coffee at the parish

Charlie DaVolio

- handling rentals of tents and tables

George Plarre

- is talking to Marguerite Stokes regarding hiring Lenny Frank as entertainer for \$175

Marguerite Stokes

- is looking into balloon artist, talked to Marie Marshall about face painters, older kids and their parents will monitor games and such for service hours

Cheryl Saba and Gale Wallace

- will get stampers for when people make visits to ministry tables
- Gale Wallace is researching Backsac gift costs

Expo [cont'd]

Rachelle Dargie

- will work with Barbara Foley and Charlotte Hoyle regarding the ministry boards

Bob Brezler

- will help with setup/cleanup, Father John says we can have a small bouncy house for the small kids since he has a contact
- we should have nametags for attendees

Charlotte Hoyle

- ministries got letter about reserving the date, stating that participation included updated boards by late august
- the coordinator and assistant coordinator of each ministry are to staff their respective ministry table

Dialogue, Father John

- Liturgical ministry position descriptions have been revised
- Father John will be going to France for the General Chapter meeting for a few weeks in July but the parish and Liturgies will be covered
- Common courtesy for all PPC members is to email Cheryl if you will not make a meeting and make sure you are familiar with the expectations of your assigned tasks
- Review old Strength & Growths to help out ministries (send out with minutes)

Action items

- A site plan for EXPO needs to be drawn up by next meeting
- Cheryl Saba will make a contact list of current PPC members
- Expo subcommittee work will continue

PPC, Executive PPC, and PFC Meetings for 2018-2019

Parish Pastoral Council Meetings [Saturdays 8:30 AM - 12:30 PM]

Parish Pastoral Council Meeting	#1	June 30, 2018	Room 14
Parish Pastoral Council Meeting	#2	September 15, 2018	Room 14
Parish Pastoral Council Meeting	#3	November 10, 2018	Room 14
Parish Leadership Meeting	#4	January 26, 2019	Off Site
Parish Pastoral Council Meeting	#5	March 9, 2019	Room 14
Parish Pastoral Council Meeting	#6	May 11, 2019	Room 14

Executive PPC Meetings [Sundays 9:45 AM - 10:15 AM]

Executive PPC Meeting	#1	June 10, 2018	Conference Room
Executive PPC Meeting	#2	August 26, 2018	Conference Room
Executive PPC Meeting	#3	October 21, 2018	Conference Room
Executive PPC Meeting	#4	February 17, 2019	Conference Room
Executive PPC Meeting	#5	April 28, 2019	Conference Room

Welcome/Orientation/Registration Events [Saturdays 8:30 AM - 11:00 AM]

Welcome/Orientation/Registration	#1	August 4, 2018	Gale Wallace
Welcome/Orientation/Registration	#2	September 8, 2018	Steve Shepherd
Welcome/Orientation/Registration	#3	November 3, 2018	Cheryl Saba
Welcome/Orientation/Registration	#4	January 12, 2019	Bob Brezler
Welcome/Orientation/Registration	#5	March 16, 2019	Marguerite Stokes
Welcome/Orientation/Registration	#6	June 1, 2019	George Plarre

PASTORAL COUNCIL ASSIGNMENTS

Position Descriptions for PPC Assignments

Prayer: send to the recording secretary 2 weeks in advance of meeting so it can be included with the agenda and attachments; can be read aloud as a group, read in parts, you can be creative with this

Refreshments: arrive at least 30 minutes prior to the start of the meeting; plan for 12 people at the meetings; typical refreshments are doughnuts, bagels/cream cheese, fruit, juice, and coffee. ICC will reimburse the cost of refreshments for the January meeting (the combined PPC, PFC, PLT meeting) and the July meeting (retreat). For the retreat and January meeting the council is only responsible for breakfast items.

Setup/Cleanup: arrive 45 minutes prior to the start of the meeting; make coffee; make sure meeting room is open and ready. Help afterwards with cleanup, taking out trash, leaving the area cleaner than we found it. Make sure your key fob is activated on these days, so you can open the building!

PASTORAL COUNCIL ASSIGNMENTS

DATE	PRAYER	REFRESHMENTS	SETUP/CLEANUP
June 30 2018	Gale Wallace	Steve Shephard & Marty Plage	Bob Bressler & Rachelle Dargie
Sept 15, 2018	Marty Plage	Cheryl Saba & Marguerite Stokes	Gale Wallace & Cheryl Saba
Nov 10, 2018	George Plarre	Rachelle Dargie & Eric Brewer	Steve Shephard & Marguerite Stokes
Jan 26, 2019	Cheryl Saba	Gale Wallace & George Plarre	Steve Shephard & Eric Brewer
March 9, 2019	Marguerite Stokes	Marty Plage & Cheryl Saba	Bob Bressler & George Plarre
May 11, 2019	Eric Brewer	Bob Bressler & Marguerite Stokes	Gale Wallace & Rachelle Dargie

