

PARISH PASTORAL COUNCIL
MEETING MINUTES, March 14, 2020

PPC present:

Frank Ambrose
Bob Brezler
Cheri Grassi
Janice Jordan
Denise Mould
Cheryl Saba
Marguerite Stokes
Father John

Guests present:

Alfred Casinelli	Director of Music (Staff)
Walt Chmieleski	Parish Finance Council (Chair)
Lorraine Fetzer	Director of Faith Formation
Deb Hensley	Outreach Commission (Chair)
Bob Smith	Inreach Commission (Chair)

Not present:

Rachelle Dargie	Parish Pastoral Council
George Plarre	Parish Pastoral Council
Charlie Davolio	Business Manager
Elaine Lacourse	Parish Secretary/Bulletin Editor
Marie Marshall	Youth Minister (Staff)
Claudia Sing	Office Manager

Action Items:	Reviewed
Opening Prayer:	Cheryl Saba led the group in prayer
Minutes:	Reviewed and approved

-Father John read a letter from Bishop/Diocese about waived obligation for Liturgy due to the Corona virus pandemic.

Committee Chairs offer greatest success this fiscal year

Deb Hensley, Outreach

- Help Center and CARE most notable
- Meals on Wheels is great and there are more volunteers than work
- Prison ministry struggles and has new Deacon to oversee it though he has difficulties with volunteers)

Lorraine Fetzer, Faith Formation

- Sacrament preparation and celebration, interaction with kids and parents is strong

Bob Smith, Inreach

- Biggest impact from Lazarus Ministry, great reception and response from parishioners and volunteers

Charlie Davolio (via Father John) Plant and Operations

- Business management - physical, financial, it all runs well as daily operation

Father John/Alfred, Liturgical Commission

- Celebration of the Eucharist/ Communication and coordination is great within music ministry

Discussion of accomplishments

Janice Jordon

- Deb Hensley has done a great job in getting people to open up about strengths and weaknesses - strong internal communication

Marguerite Stokes

- Faith Formation - with kids who recently have gone through faith formation celebration of sacrament is terrific

Denise Mould

- Nice that whole parish is involved in steps during Liturgies

Lorraine Fetzer

- Father John's participation in Faith Formation enhances each activity, especially for the kids

Marguerite Stokes

- Lazarus, - lots of positive feedback from nonmembers during funerals

Janice Jordon

- Process of preparation for funerals for families very helpful and clear at a time of suffering

Bob Smith

- Sense of community and belonging is meaningful

Father John-

- Lazarus exhibits warmth, hospitality, and love, and care for those who have lost a loved one

Alfred Casinelli Plant,

- Compared to other places it is a true, beautiful ministry instead of just an in-and-out event

Walt Chmielenski

- Charlie Davolio communicates and organizes well, started commission of outside organization (65 page report with projected expenses) who examined physical buildings, identified issues, how to budget future obligations - everything Charlie does is in the cloud categorized into clear folders

Father John Liturgy

- Pastor knows how to run liturgy from study, degree, and practice - Roman Missal, make what is on the page come to life during homily, body of Christ represented well due to volunteer involvement, important use of symbols in church and during celebration

Alfred Casinelli

- symbols and music connect people with where we are in the liturgical season

Father John on future challenges

We need to think outside of the box for recruiting, a simple announcement in the bulletin or website are not enough, e.g. what to do: really sell it - monitor with creative display of what ministry does, name badge rep after masses to talk to people, reps need to be visible and reaching out to people, be prepared with professional brochures and documents

Kenny Levey (usher coordinator)

- Has a creative monitor presentation this weekend and will be present after Liturgies - be watching
- We are too comfortable with the old methods of finding others to make ministries flourish

Janice Jordon

- It had been very helpful recently for Father John to give examples of to each commission of ways we can get people excited and involved

Father John

- If ministry is not working because it has become somewhat stagnant, it can be let go- this is not judgment of any person or group
- Terms are 2 years, 3 years max, second year should include training replacement - overage can lead to ownership and stagnation
- Zoom - new great software for possible replacement of physical meetings

Deb Hensley

- Everyone wants to be involved in activities, but people do not like to take leadership responsibility – this needs to be addressed

Areas of greatest need

Deb Hensley

- No coordinator of CARE for next year, Chair for Outreach needed for next term

Loraine Fetzer

- More effective interaction with community and increase understanding of their role in faith formation (responsibility of whole parish, not just kids)

Bob Smith

- Communicating commitments for individual ministries more effectively to volunteers

Father John, Liturgy

- We need to focus on serving others, not the self - schedules cannot be tailored to individuals; it's a group effort - coordinators cannot say a person will only be scheduled once a month since there are times when volunteers are limited and somebody may be scheduled multiple times
- *WE SERVE IN MINISTRIES, NOT WORKING A JOB - we are a family working together

Discussion of needs

Father John

- Five months in a row (one weekend, all masses), each of five commissions put together presentation (like the one Cheryl made about PPC) about their ministries for after mass with people available to talk to and professional handouts

Janice Jordon

- From former meeting, each person in every ministry should personally invite one person to join the ministry

Father John

- Asked at recent party for a Hospitality ministry and 15 people showed interest - all were personally asked to pray about it and attend a meeting

Bob Smith

- What if Chairs/Coordinators wore identifying badge each mass and be willing to talk to people before and after mass to show leadership and get people involved.

Janice Jordon

- Commission Chairs email volunteers on a regular basis for updates on procedures, educational info, etc.

Father John

- When doing something in public under the name of the parish, volunteers must be registered members for insurance matters

Actions Items

- Altar servers will build ministry
- Outreach will review prison ministry (start after Easter)
- Father John will ask Marie M. to create badges for parish leadership
- Plan is needed for commission of the month presentations (start after Pentecost) - Faith Formation and Outreach will be priority
- Commission Chairs will encourage extra members to serve in other ministries -Father John will work on calendar for commissions of the month

Father John dialogue

- Phase two of the paver project will take place after Bishop's Annual Appeal concludes
- Corona Virus will affect Church budget and operation and attendance
- We are in a "doing" parish where people want to help, we are friendly, and kind and visitors consistently comment on our hospitality

Marguerite, PPC nominations

- There are six valid nominations
- Cheryl Saba outgoing this year and one previous open spot needs filling
- Need to be BAA supportive and financial contributors to the church
- Self-nominations should be right after Easter
- Chair and another interviews -Invited to PPC May meeting
- First week of June is selection
- Meeting with new members before they officially start in July

Parish Pastoral Council (PPC) Meetings:

- Saturday July 13, 8:30am~12:30pm
- Saturday September 14, 2019 8:30am~12:30pm
- Saturday November 9, 2019 8:30am~12:30pm
- Saturday January 25, 2020 8:30am~12:30pm (Leadership Meeting)
- Saturday March 14, 2020 8:30am~12:30pm
- Saturday May 16, 2020 8:30am~12:30pm

Executive Parish Pastoral Council (PPC) Meetings:

- Sunday June 30, 2019 9:45~10:15am
- Sunday August 25, 2019 9:45~10:15am
- Sunday October 27, 2019 9:45~10:15am
- Sunday March 1, 2020 9:45~10:15am
- Sunday April 26, 2020 9:45~10:15am

Welcome Orientation:

- Saturday August 3, 2019 Marguerite 9-11am
- Saturday September 21, 2019 Cheryl 9-11am
- Saturday November 16, 2019 Frank 9-11am
- Saturday January 11, 2020 Bob 9-11am
- Saturday March 7, 2020 Rachelle 9-11am
- Saturday June 6, 2020 Janice 9-11am

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
July 13, 2019	Bob Brezler	Rachelle Dargie & George Plarre	Cheryl Saba & Janice Jordan
September 14, 2019	Janice Jordan	Cheryl Saba & Cheri Grassi	Frank Ambrose & Rachelle Dargie
November 9, 2019	Frank Ambrose	Marguerite Stokes & Bob Brezler	George Plarre & Cheryl Saba
March 14, 2020	Cheryl Saba	Janice Jordan & Denise Mould	Denise Mould & Cheri Grassi
May 16, 2020	Denise Mould	Frank Ambrose & Rachelle Dargie	Bob Brezler & Marguerite Stokes

MAY 16 MEETING MAY HAVE TO BE POSTPONED DUE TO RESTRICTIONS