

## Pastoral Council Minutes – August 20, 2007

In attendance: Fr. Jarboe, Bill Wyatt, Dee Callahan, German Flores, John Loucaides, Laura Domen, Bob Giesey, Pat Ditzel, Susan Weber, Jim Sadler

1. Opening Prayer
2. Committee Updates
  - a. Spiritual Life – Dee
    - i. Catholic Scripture Study, Andrea Harwick; 30-40 members; offers Scripture Study from a Catholic point of view, takes Catechism into account
    - ii. Linda Kursh – Communion of Saints; pray for deceased and the family members; also pray for indulgences for the deceased; prepare a meal after the deceased if so desired; 25 people
    - iii. Mary Giesey – Healing Prayer Teams – 15 members (2 of whom are in training); provide healing prayer teams after mass, people can also schedule appointments for “soaking prayer” for more prayers; 8-10 people come for prayer each weekend; soaking prayer often takes place at people’s homes, for the housebound. Currently, about 3 people are taking advantage of the opportunity for soaking prayer
    - iv. Health Care Ministry – Evelyn Dunn; 5 teams of 2 (10 members); go to the hospital and visit every Catholic patient in the hospital, offer Communion and visit.
    - v. Janet Reedy – Pastoral Visitors; 6 people; visit the nursing home every Wednesday, offer a communion service for those who can come, visit rooms to offer communion to those who cannot leave their rooms, and visit patients
    - vi. Ellen Marshall – Intercessory Prayer Teams – 20-25 people; 20 minutes before each weekend mass – pray for the church, priests, clergy, parishioners, unity, sick, cluster; drop-in intercessory prayer event
    - vii. Senior Ministry – Skip and Cookie Welch; 25 people; meet once a month for a morning mass, then go out to breakfast; open and close in prayer, wrote prayers for prayer shawls last year; they do their own net-working, have a prayer team, help take care of each other
    - viii. Small Christian Communities – 5 groups; open with praise, worship, spontaneous prayer; teaching on upcoming Scripture readings, how does it impact the individuals there, how does it influence ministry; prayer; fellowship, good food; sometimes have outings; try to model the example in the Acts of the Apostles
    - ix. Youth Ministry – Chris O’Neill
    - x. Mother’s Group – Amanda O’Neill – reach out to other families, not just parishioners or Catholics

- xi. Men's Ministry – core group of 5; Howard Klohr and Dick Morsey will be presenting a program on 2<sup>nd</sup> and 4<sup>th</sup> Mondays, beginning August 27
- b. Susan – Finance Council – no new update; Fr. Jarboe recently received an overview on our status
  - i. The ramp outside needs to be widened; hopefully there will be enough money left-over from other renovations
  - ii. Larry Kovacs was authorized to replace the sink and counter in the sacristy; on-target for budget, perhaps under budget
  - iii. Social Outreach – 15 members, collecting school supplies
  - iv. Amanda – Respect Life Committee and St. Anne's Mother Group; Respect Life month coming up
- c. Jim – Maintenance – Bob and Jim walked around the grounds of the church;
  - i. furnace room is a mess; we need to clean out the attic, move stuff, in order to give ample room for electrical panels
  - ii. Bob has a maintenance schedule from a larger parish, we will modify it to fit the needs of our parish
  - iii. Basement walls, especially in closets, have mold and need to be cleaned out and painted – this needs to be done soon; furnace room and safe room also have mold; boy scouts took care of mold on some walls a year ago; cost is minimal, need volunteers
  - iv. We need a paint locker; we have a lot of paint from various projects, don't want to get rid of it yet, but we need a better place to keep it
  - v. Is there a way for Jim to do some stuff without too many hoops? Is there a maintenance budget? Talk to Jim on the Finance Committee for small items, bring it up at Committee meeting for large items
  - vi. Jim and Bob would like to start a general Maintenance Ministry, after asking people to volunteer their talents; Bill suggested working with Susan to help the Finance Committee and Maintenance groups mesh
- d. German – Community; trying to start a Vocations Ministry; the archdiocese already has some resources published, German volunteered himself to start this up, and would like to know the process; Bill said, "No process – go for it!" German already has some events listed and would like to start announcing them. Key factor would be to get the information out
- e. John – John Boia suggested an Open House for all the ministries to share information; when would be a good time for this? October? John is willing to coordinate – would October be enough time?
  - i. Discussion of parish picnic – was cancelled, but maybe we can still have one?

- ii. Feast of the Exaltation of the Cross for a parish feast day; September 14 – could we have a mass that evening, then a sort of parish pot-luck?
- iii. Friday evening mass with cake/cookies reception afterwards
- iv. Fr. Jarboe – don't want to confuse the two liturgical celebrations
- v. ***Let's have a reception for the Feast of the Cross, then an actual parish picnic in the beginning of October (one of the first two weekends)***
- vi. Next year, the Exaltation of the Cross will fall on a Sunday! ☺
- vii. Saturday, October 13, 9-3 day of recollection for Ministries at Elizabeth Ann Seton, in Crofton; a priest from St. Mary's Seminary will be facilitating; looking at models of the Church, looking at clusters, etc. What does it mean to be Church? Herald, prophetic, etc. (5 images, from Avery Dulles)
- viii. ***Parish Picnic – Sunday, October 7; committee chairs, please contact ministry leaders; hamburgers, hotdogs; ask people to bring salads and desserts, set up booths with ministries; John is our Party Planner, contact Lorraine for help***
- ix. ***We should still pursue having a mass for Sept. 14, with light refreshments; Bob will be point person for announcing before masses, and Fr. will find us a priest; dessert reception to follow***

### 3. Old Business

- a. Constitution – Bill presented us with another draft; please read, make note of anything missing or changes that should be made; we will officially approve it in September, then make it available to parishioners and ratify it in October
  - i. This constitution draft allows for continuity in membership; some years the council will be larger than other years, but we won't have to get a completely new council each election; we'll flow in and out
  - ii. Fr. Jarboe: ideas for consideration –
    - 1. What is the sense of identity of this council? Wisdom body to bring in insights from the community?  
Recommendations for the pastor?
    - 2. When we began councils after Vatican II, we started with democracy, ballots, voting, etc. Some parishes are now moving away from voting, and more towards a discernment process; the community will identify candidates with certain gifts to share their leadership and wisdom with the parish; those people are approached, asked if they will be willing to participate in this discernment process; attend an info meeting, figure out things about the council and gifts; have a mini-conclave where the existing and potential members cast lots for open spots and gain consensus; it becomes election in the spiritual sense; risk in this – still somewhat new, some concern that the people's voice will

not be heard. But by identifying and cultivating the people who will be asked to serve, their voice is critical. This also changes the dynamic; language adjusts from 'election' to 'identification'

3. Operations – Americans are so used to Roberts Rules of Orders, motions, seconds, etc. Perhaps move more from voting to consensus; don't let rules impede process or allow groups to tie things up in procedure
  - iii. Let's spend some more time on the constitution, discuss this more at our next meeting
- b. Church keys; one problem is that we don't have authority; who is the keeper of the keys? Who decides who gets a key and who doesn't? Keying the doors, alarms.
  - i. Let's look at all the ministries that meet here during office hours during the week, they can pick up a key from the office; evening groups have established facilitators for those ministries, maybe they should have a key; special events, they can sign out a key and have a drop-box to return it
  - ii. We have a home alarm system, not a commercial system; as long as we don't have a priest in residence, we need to have someone who can arm and un-arm the alarm, and we can't rely just on one person. Fr. Jarboe asks us to hold on to this as an identified need as he tries to get a handle on the parish
  - iii. Big question is authority
  - iv. Distributing keys is not a problem, but we want to know who has a key; when will the locks be changed? We're not sure yet.
4. New Business
  - a. Pastoral Council Message
    - i. We are all approachable, feel free to talk to us. Let everyone know that we are open.
    - ii. Council e-mail address? Let's work out the kinks first
    - iii. Keep it simple – cluster planning, pastoral life, etc. get your junk out of the closet; make sure they know that Fr. Jarboe was here for the meeting
  - b. Notice of Sacraments in Bulletin
    - i. Baptisms, weddings, deaths are not announced; some people would like to get those things in the bulletin; can we ask the parish staff to start including them? Start modestly. The easiest ones are funerals and baptisms.
    - ii. Parish photo directory
5. Final Thoughts from Fr. Jarboe
  - a. He will have periodic meetings with parish staff; coordination will be important; Diane will be a primary contact for Fr. Jarboe to address concerns
  - b. Challenge of pastoral leadership: What are we accomplishing, as opposed to do what are we doing? Focus on forward movement, not just activity.

Are we accomplishing our mission? Small details do need attention, but don't get bogged down in them; don't lose sight of the overall picture. Sometimes good doings can be of limited value.

- i. Pastoral Plan – not what's the calendar, but what's the plan for the year? This might be a good time to start thinking along these lines
  - ii. How is the agenda designed? New business before old business? Don't leave your best thinking to the end.
    1. opening prayer
    2. intro from chair, pastor, PLD, etc
    3. discussion items (bulk of the meeting)
    4. information items
  - c. a wisdom body is talking about "security," "keys" are up to the maintenance committee
  - d. Pastoral Plan – mission state; what is our mission, what are we here for? How do you understand yourself?
    - i. From that mission, identify a series of goals to achieve, somewhat general in nature – this is what we want to accomplish
    - ii. Objectives – how are you going to accomplish your goals?
    - iii. Building in success – identify what you want to accomplish, then what will it take to get you there?
    - iv. Almost everything in parish life fits under these five categories: worship, faith formation, community life, stewardship, social outreach; each category would have one or two goals to accomplish, then they create objectives for achieving those goals; then we have a pastoral plan. This plan should then lead our discussion at pastoral council meetings. Let's make sure our activities are integrated.
    - v. The hardest thing is deciding what NOT to do. We're great at identifying what we CAN do, but we also need to limit ourselves to things that most help us to fulfill our mission. We can only do so much.
    - vi. Putting out our goals also helps us to hold ourselves accountable for what we wanted to accomplish, and also to measure forward movement.
6. *Next Meeting: Thursday, September 20, at 7:00. Let's aim for the 3<sup>rd</sup> Thursday of every month?*