

Pastoral Council Minutes – July 20, 2007

In attendance: Fr. Arnold, Bill Wyatt, Dee Callahan, Sandy Klohr, Susan Weber, Jim Sadler, German Flores, John Loucaides, Laura Domen, Bob Giesey

1. Minutes approved
2. Constitution needed
  - a. Jim provided recommended changes
  - b. Dates shall be left fluid – council should meet monthly, but timing can change
  - c. Term length – should terms be staggered, or should we replace the entire council at one time?
    - i. Natural causes may cause some people to leave earlier, but then again, may not. How should we stagger this?
    - ii. To stagger us, maybe some of us will serve four years?
    - iii. Since there's a provision for ten people, in two years, let's elect two more members – then we'll be adding to our group – some elections will be bigger than others
    - iv. Elections every year, with different numbers of people being added each year
    - v. We're at six now; could add two next year, and two more after that; then we're at ten. The next year, we elect four or six, and transition some of us out; smoother transitions – Bill will re-write this provision, for Article 5, Section 5
  - d. Should each committee be CHAIRED by a Pastoral Council Member, or do we simply need to have a member of the Pastoral Council on each committee?
  - e. Yearly election for executive committee – this provides a rotation and allow each of us to share our gifts; however, the same person may be re-elected if the council so chooses
  - f. Some Constitutions name committees, some don't. Not naming them allows more flexibility for later changes; do we really want to name committees in our constitution? Or just state that there will be committees, but remain vague rather than specific
  - g. For next meeting: let's put this all together; Bill volunteered to create a document for us to look at
  - h. Budget estimates will be left up to the finance committees; add-in that the finance committee will give us regular updates before the fiscal year
  - i. Stipulate that there will be at least X number of meetings each year
  - j. Calling special meetings – how many members? One-third of the members needed to call a special meeting; one-third of elected or any members? One-third of voting members
  - k. Approval process? 2/3 to change, 2/3 to approve; shall be made available to all parishioners? Post on the website, solicit comments; put blurb in the bulletin directing them to the website; if no access to internet, they can pick up a copy in the office; we want constructive comments
3. Committees

- a. list of ministries lumped into categories
- b. liturgy, religious ed., spiritual life, community, social justice, finance
- c. maintenance committee; social outreach committee
- d. Liturgy: Altar Society, Liturgical Ministry, Music Ministry
- e. What categories do we really want? How should we group this?
- f. Catechist formation?
- g. Evangelization? No specific group; everyone should be involved with this; adult formation does the most
- h. Major categories = committees
- i. Would maintenance be part of a separate committee? Part of stewardship committee; could also include Lenten Appeal, etc. – broad sense of time, treasure, talent, caring for physical plant as well as money, etc
- j. Welcome committee – part of Liturgy only? Used to do other things to welcome new members; keeping them separate allows them to do more
- k. Liturgical Ministry includes EMs, lectors, ushers, cantors, etc.
- l. Purpose of these committees would be to help get stuff done; if a need arises, there should be a structure to allow new ideas to be presented and addressed; how do we move from one person's thought to getting it organized, OR to identify, address, resolve problems – this is a place for things to happen; the committees should be run for this reason, not to be a burden; we don't want too many committees; should each member be a part of only one committee, or more?
- m. Can finance and stewardship be joined as one committee?
- n. Some committees are pretty small – we need to develop social justice; vocations! How do we encourage vocations? Some committees are large, others have room to grow
- o. Six committees: Liturgy, Religious Ed., Spiritual Life, Community, Social Justice, Finance/Stewardship
- p. Who will serve on each? Each committee can have a life of its own
- q. Liturgical ministry is already meeting; will be easy for someone to become part of that; perhaps the council member should be a REPRESENTATIVE, not a chairperson; many of these groups are well-established, we don't want to rush in and interrupt things
- r. Some of these committees can meet on an ad hoc basis, not every group needs to meet every month; it would be difficult to get everyone together every month, depending on size of the committee; we just want someone to know what's going on, and for those ministries to know that they have someone to approach on the council
- s. Finance council is appointed, cannot be opened to just anyone
- t. Bob and Jim can meet regularly with Susan about maintenance; Susan can then take concerns back to the finance committee
- u. Database of talents in the parish? Could the stewardship committee create something like this? Laura volunteered to type – Dee could help; we could put everything in ParishSoft relatively quickly; could we do this one day in August, before the school year starts?

- v. Could we come up with some sort of announcement or way for people to up-date the skills or talents that they are willing to share? John volunteered himself to trouble-shoot computers; Fr. Arnold said it would be easy to create an on-line form for the website
  - w. Fr. Arnold: Use the bulletin to attract people to different ministries
  - x. Marriage prep: Fr. Arnold has always done this; who will take over? Bill and Carrie would like to, but what to do with their kids? German is going through training at Holy Trinity for the Hispanic community
  - y. Dee volunteered for Spiritual Life
  - z. John – Liturgy Committee
  - aa. Susan – Social Justice
  - bb. German – Community
  - cc. Can Sandy be on Religious Ed, even though she's ex officio, not voting member? Decision: Sandy can be on it anyway
  - dd. Susan also gets Finance
  - ee. We can address our membership on committees each time we address executive officers
  - ff. Some parishioners are interested in a bereavement ministry; how could we get something like this started? The Communion of Saints pray for the bereaved and provide a meal, but the bereavement ministry would get together to talk and support each other, perhaps send notes of encouragement; this would be part of spiritual life, not social outreach; this is another way to reach out to the community/evangelization
  - gg. Bill volunteered anyone who's not on a committee to help out with anything new
4. Update on our pastoral care – no new news yet
- a. Fr. Arnold had a meeting with Bishop Rozanski; he said it went well, but nothing new to share since last update
  - b. The archdiocese knows of our sacramental needs; the priests around us have promised as a group to come up until we can get a stable priestly presence; who's coordinating this? Next weekend is scheduled; Fr. Jay O'Connor is in charge of covering masses if necessary
  - c. Fr. Jarboe may be asked to take over as administrator for awhile
  - d. Daily mass may not be covered here; there are other masses for people to go to; perhaps the Liturgy of the Hours and a communion service? Fr. Arnold: a communion service should be an extraordinary circumstance, not a regular thing; better to encourage parishioners to go to mass elsewhere – there's a huge difference between receiving communion and attending mass; there's a deeper need to promote vocations
5. Other business
- a. After the windows are finished, we will get new doors; we need to get the main entrances re-keyed; too many keys are floating around, and we need to become better at setting the church alarms; some people have keys, but not codes – we need to establish a set of hours for the building being opened or closed; what are reasonable hours for people to come and go?

- b. There needs to be a list of who has keys – we need to keep track of these keys; Bill suggested that this is an issue for the stewardship committee
  - c. What about all the other doors? Should all the doors have one key? YES
  - d. What is the best way to make sure that we limit keys? What about being on the list for being called if there's a problem with the alarm? What is the list of people?
  - e. Do the interior doors ever need to be locked? We could remove the lock to the double doors into the hall
  - f. When we get new doors, can we make sure that all the doors have the same lock and key?
  - g. Fr. Arnold: Are we at a point now when it would be a good time to invest in some more cameras? Currently, we only have one camera on the property. Costco recently had an eight-camera system on sale – perhaps it's time to update our security system
  - h. Bill promised a great report from the stewardship committee next month
6. Announcements and Dates
- a. Thursday nights for meetings?
  - b. Monday, August 20, at 7 p.m. will be the next meeting
  - c. We may have a special meeting scheduled if we have word on a new pastor/PLD, etc
  - d. Bishop Rozanski is planning to visit us June 18, 2008 – start planning now; this should be a comprehensive visit; they'd like to meet with lots of groups, take a tour, etc. Put it on your calendar!
7. Meeting Adjourned