

## Pastoral Council Meeting – October 14, 2008

In attendance: Fr. Jarboe, Fr. DeAscanis, Jim Sadler, Lorraine Jacukiewicz, Ellen Marshall, Sandy Klohr, John Loucaides, Laura Loucaides, Bob Gieseey, Pat Ditzel

- I. Report of the Pastor: Fr. Jarboe
  - a. Diane went to the Holy Trinity staff Day of Recollection at Eliz. Seton in Crofton; Fr. would like to have a pastoral day of recollection for all five cluster parishes
  - b. On Sat. Oct. 10 there was a retreat for the pastoral council members of Holy Trinity and CoC – life and ministry of St. Paul
  - c. Whenever there's a transition from one pastor to another, the parish has a financial audit; today Fr. Jarboe and Fr. DeAscanis met with Jim Fehr to respond to the recommendations
  - d. Met with a resource person from the archdiocese about human resources and employees; regulating and documenting procedures to better set up the parish human-resource-wise
  - e. Nov. 8-9 – an insert in the bulletin of the annual financial statement from FY08, plus commentary
  
- II. Report of the Pastor: Fr. DeAscanis
  - a. We all need to fill out a form for the diocese to reflect upon whether any of us have a conflict of interest
  - b. Parish Day of Prayer – Sunday-Monday, Oct. 12-13
  - c. Good Shepherd has a mass the second Saturday of November (Nov 8) 10 a.m. at Glenhaven Cemetery – a powerful way to pray for the dead
  - d. Adult Formation continuing series of talks on St. Paul; next two Fridays at 7:00
  - e. Work on the grounds by the boy scouts was very well done; all the details have been taken care of
  - f. Approval has been given to replace the faucets in the women's restroom; Carl and Bob are working on this
  - g. Renovations for the bathrooms – waiting for the finance committee to take a look at the contract on the table, and to get a drawing to look more closely at the specifics
  - h. What is really the proper use of the cry-room? Proper conduct, etc. Perhaps we need to consider how we use it. When bathrooms are put in, this will make it even more informal; if it is an extension of the church, then we need to think about how we're using it – or is it a separate space apart from the church?
  - i. Last month, we discussed the need to develop a maintenance committee; work has been done on an unofficial basis, but we'd like more to be done on an official, group basis, as opposed to an individual basis; this ties in with the auditing meeting this morning – having an official procedure for purchasing parts when needed, reimbursement, etc.
  
- III. Report of the Chair: Jim Sadler

- a. Reminders
  - i. From the constitution: All meetings are open to observers, but they are not supposed to be active participants; if someone needs to address something with the Council, they need to let us know ahead of time, so that we can put them on the agenda
  - ii. If the parish closes the day of a meeting, the meeting is automatically closed; if the parish is open, but the weather is getting worse, check your e-mail – first line is e-mail, second line is telephone
  - iii. January – will have to start the process of selecting new members; we'll need an ad hoc committee to work on this
  - iv. Church picnic seems to have died; need someone in January to start planning for this, get volunteers, choose a good date, etc. We need to start looking outside of this room for people to get some things done; could consider tying it into the parish feast day in early September
  - v. Need to remind people what we are and what we are not, as a Pastoral Council; make sure that the parish understands what our role is
    - 1. Fr. Jarobe says there is resource material that could be helpful for orientation of new council members
    - 2. when the process begins for identification of new council members, it's the perfect time to catechize the parish about the role of the pastoral council
    - 3. we're not a work group, but more of an advisory/wisdom group; staff is administrative – make it happen; council is a place to bounce ideas off of, discuss them, and talk about whether the ideas will work

IV. Lorraine: attended a three-evening mission in Ocean City, and was wondering if we could sponsor a similar event, either with the same priests or the Franciscans, etc.

- a. The last parish mission was two years ago, Christmas 2006 – with the Franciscans from Emmitsburg (but they're no longer there – they went back to MA)
- b. Fr DeAscanis – Faith Formation was talking about doing an Advent Reflection at Good Shepherd, and Holy Trinity will have an Advent Mission; how much sharing and promoting of these events will we do? We could be planning ahead to spread events out among the cluster parishes

V. Pastoral Plan Objectives

- a. It's okay if this doesn't get approved until November; part of the first time of doing something is just getting in the habit or practice; it's okay to take some time; once it's launched, it'll be easier to keep in orbit
- b. Worship: Lorraine
  - i. Increase mass attendance; encourage and develop participation in families

1. have a youth mass – involve the youth in all aspects of mass, as much as possible
  2. incorporate families more into mass
- ii. Promoting more reverence at mass
    1. gentle reminders from the pulpit; insert in bulletin; ask parents to accompany children to restrooms
  - iii. More special devotions
    1. advertising in the Catholic Review, etc.; use bulletins; encourage participation in cluster activities
- c. Fr. Jarboe’s suggestions: add a little more punch to the objectives by making measurable objectives
- i. How often is “periodic?” Name the weekend for “specific weekend.”
  - ii. Sandy – “Tips for helping the family worship” – as religious ed. director, perhaps she can talk to parents about proper church behavior for children
- d. Faith Formation – Sandy
- i. Expand the youth and young adult ministry
    1. have a monthly Adoration for youth – happening on first Mondays at 7:15 at Holy Trinity
    2. encourage participation of the youth in cluster youth activities, and coordinate joint fellowship activities
    3. have the youth minister from Holy Trinity come over to mass and talk to the kids about the activities available
  - ii. Identify and reach out to inactive Catholics
    1. every other month after the 11:00 mass, we’re going to invite people down for fellowship with donuts and coffee; provide an activity for the children, while allowing parents to mingle; starting the first weekend in November – Family Fellowship Weekend; children will also be invited forward for homily, as in the past – from November to May
    2. invite others to our Catholic Scripture studies/seminars – this is a good place to invite non-Catholics to come learn about the Church
    3. make personal invitations to non-Catholic spouses/parents
  - iii. Share faith formation activities with the cluster
    1. coordinating and communicating better amongst the cluster parishes
- e. Who is responsible for facilitating and implementing the objectives? We need to be able to look back and reflect on how successful we’ve been with our goals and objectives
- f. Stewardship – Bob
- i. Establish a maintenance committee to tend to the grounds and facilities of the church

1. establish a list of parishioners with a list of talents, who can provide help with minor repairs around the parish
  - ii. Promote dialogue between CoC and Good Shepherd
    1. exchange of ideas and information
  - iii. Increase participation in the MD Catholic Conference
    1. keep parishioners informed; provide them with more opportunities to become involved
    2. objective: put a link on the parish website to the MD Catholic Conference; encourage more people to sign up to receive the e-mails from MCC; include some of their news in our bulletin or on the website
    3. objective: have the two parish finance committees meet – more specific than “promoting dialogue”
- VI. Winter Relief – Alma Grossman
  - a. Last year, it was in January; this year, we’re scheduled for February
  - b. Need a co-chair or assistant, so that someone is ready to take over the ministry if needed
- VII. September Minutes – approved
- VIII. Future Agenda Items – send a letter of thanks to the boy scouts for their work on the grounds; Ellen will draft
- IX. Lorraine – Bake sale time for the Altar Society – Nov. 23 – approved; will include a 50/50 raffle, as well; flowers are expensive; perhaps rather than request five dollars per flower, we should just ask for an offering, but not set a limit in any way