

**Pastoral Council Meeting
Meeting Minutes December 19, 2006**

Attendees: Paula McLaughlin, Teresa Clark, Father Danny, Deacon Allen, Mark Fair, Pat Downing, Henry Gaona, Sidney Vand and Sonia Schuetze.

Meeting began at 7:30 pm in P1.

Guests: Chris Downey and Chris Kacerguis

Opening:

The group reflected on the upcoming Sunday Gospel reading.

Update on Parish Website:

Chris Kacerguis gave us an update on our website. There was Q & A about various topics. The webmasters have been setting the priorities based on need (schedules first, etc.) Chris also spoke about working toward standardizing a method for the ministry leads to be able to input their own schedules. Chris says he spends approximately 1 to 2 hours per week on the website and additional hours as required. The webmasters are receiving about one comment per week. There was also a question about who is now maintaining the youth page because this page has not been maintained by our webmasters in the past.

Action: Pat will speak to Sharon Sheguit to find out the status of the youth page and who is maintaining this page.

Since our website is currently being transferred to a new format, there was a discussion that it may be helpful to the webmasters if the council members navigated through the site to provide the webmasters with any helpful comments.

Action: Sonia will ask each council member to look at a section of our website.

In addition, Chris also said that they are using Wordpress with text coding our website. The webmasters are welcoming any information/comments/changes to our site to keep our site as current and useful as possible (Chris plans to put this notice in the bulletin). There was also a discussion that it may be very useful to have a 'highlights or happenings this week at SVdP' on our homepage.

The council also expressed their appreciation to the new webmasters for their willingness to take on the task of working on our website!

Vision Statement:

Mark gave us an update for the vision statement process (Mark had previously e-mailed copies of the draft Power Point presentation as well as the outline of the vision work for review by the council). The only suggestion made to the vision statement was to include a more obvious statement to include the education objectives.

The group agreed that once our vision statement was finalized, the next step would be to present this Power Point presentation to the Liturgy Committee, Religious education directors, Stewardship Council, and to the Finance Council for their inputs as well as commitments to the vision objectives. It was agreed that there will be one meeting where this will be presented.

Action: Mark will work on setting up the date for the meeting.

There was also discussion to clarify that 'communication to parishioners' should be a town hall meeting or other similar forum (not a survey) to communicate the information to the parish. There was also agreement that the Power Point presentation should occur prior to any town hall type meeting.

Information on Usage and Fees for SVdP Facilities:

Deacon Allen previously provided the council with a working copy of the Facility use Agreement for the council's review. Deacon Allen has updated the document and also would like to include a site map as well as a check list for those who want to use our facility. In addition, there was agreement that this document should be presented in conjunction with the Ministry & Organization Guideline at a ministry head meeting and be signed by the ministry heads annually. The document will also be updated to include a checklist (guideline) for meetings and functions held by the various ministries (covering general expectations like turning out the lights after a meeting and concluding a meeting by 10 p.m. unless prior approval by Deacon Allen). There is plan to post this checklist on the inside door of the janitor's closet.

Action: All to review the information provided and give any inputs to Deacon Allen ASAP.

Status on Parish Tithe:

Father Danny stated that the money will be sent out quarterly (facilitated by the Finance Council) beginning in the New Year. The tithe amount will be based on the previous year's dollar figure (total amount for distributing for the coming year is \$10,466)

Ministry & Organizational Guidelines Update:

There was agreement that the Ministry & Organization Guideline should be presented to the ministry leads during a wine & cheese social.

Action: Paula to coordinate with Deacon Allen and set a ministry head appreciation social/meeting prior to Lent (before 2/21).

Neighborhood Groups Status:

Paula spoke to Danette Musser for an update. Danette is in the process of adding pins to a map to determine the breakdown of the neighborhoods.

Consideration of staggered Pastoral Council Terms:

Since the action item of staggered council term was deferred until the council had been together for one year, Paula asked all of the members to think about the pros and cons of a staggered term for the council. Father also stated that since Sidney will be graduating, there will be a new youth member. He hopes to have the new youth representative to begin attending the council meetings beginning in the spring. Father Danny will have additional information re: the new youth person for the February meeting.

Action: All to consider the pros and cons of staggered council terms. In addition, council members were asked to discern Pastoral Council role changes for the January meeting.

The meeting concluded with a closing prayer let by Henry.

**The next Pastoral Council meeting will be held Tuesday January 16
2007 at 7:30pm.**

Respectively submitted by
Sonia Schuetze