

## **Pastoral Council Meeting**

### **Meeting Minutes – Thursday, November 29, 2007**

**Attendees:** Fr. Danny Garcia, Fr. Brion Zarsky, Dcn. David Boren, Dcn. Gene Saienga, Josie Kleypas, Mark Fair, Sonia Schuetze, Henry Gaona, Paula McLaughlin, Pat Downing, Teresa Clark, Steve Sauser.

The meeting started in P-2 at 7:35pm.

**Opening:** Mark Fair opened the meeting with the daily gospel reading, and the group reflected upon the reading.

#### **Ministry Update Presentations:**

Paula – Small Christian Communities report. This ministry actually began before CRHP was established at SVDP; began with 4 different groups, and is now down to two groups, one of which meets only seasonally; Paula's group meets twice/month. The idea is to increase the faith community within a neighborhood setting. During the last ministry commitment, only one person checked SCC on their commitment card. Paula reports SCC is a big time commitment but very satisfying. Her hope is to present the idea/concept to the current CRHP group and ask parishioners to consider doing something that meets on a regular basis – since they are already meeting on a regular weekly basis. There is the possibility of meeting during Advent and Lent, making the group seasonal so it's not as overwhelming. Each meeting opens with prayer intentions (needs of group and community), then they break open the Word for the coming Sunday (3 readings); sometimes they use pre-formulated faith-sharing questions. There is a book but it is slow paced, to allow new groups to open up and get to know each other. Our SCC format is a very informal set up compared to other parishes. Paula may ask some CRHP former leaders about the possibility of forming neighborhood groups.

Henry – **Knights of Columbus and Blood Drive:** Henry gave some brief background history on how the Knights of Columbus was formed. The SVDP charter was started in December of 2005. General meetings are once a month, and open to all Catholic men 18 and older. There is a separate meeting held for officers. Members must have a degree that is earned by achieving virtues (Charity, Unity, Fraternity and Patriotism) through spiritual exercises). The regalia and tux comes with 4<sup>th</sup> degree. The SVDP group currently has 65 members. Dues are currently \$24/year, with some dues going to national, some staying local; group's annual budget is \$3000. The SVDP group helps raise money for other groups and charities within our parish/diocese, and have made donations to our Seminarians, the Society of SVDP, Holy Family Catholic School, and sponsored events such as clergy dinners and Veterans' Recognition. Compared to our Men's Club, K of C is on a much larger scale, receives both national and international recognition, is sponsored by USCCB, and has experienced the ability to raise large amounts of money. They are asked to participate in concerns and issues of the church and the US Conference of Catholic Bishops. The organization offers insurance and retirement type benefits, and is historically one of the largest supporters of Vocations.

The **Blood Drive** ministry is currently looking for a new leader. The suggestion was made to try and identify one person from the parish to lead the ministry, rather than having the Blood Drive sponsored by the entire group (K of C).

#### **Ministry Review:**

**Little Flowers** – after extensive research, reflection, talking with other pastors, etc. it is being recommended that at this time, based upon the mission and direction of this group, we do not recognize the group as parish-affiliated. This would not prevent them from renting church space for their larger functions and socials. Need to send declination letter from Pastoral Council and signed by Fr. Danny stating reasons why they will not be affiliated with the parish at this time. (The letter needs to state some differences between what constitutes a parish affiliation versus what does not; making it apparent that this was not an arbitrary decision.) Need to look at calendar and see if there are any future dates set for meetings, etc. to decide on an effective date.

Action Item: Fr. Danny (Mark) will draft a letter for submission. Review parish calendar for dates already scheduled by Little Flowers to determine effective date of charging for facilities' use.

**Home School** – within our parish, this title typically has two definitions – it applies to both traditional academic education and catechetical education (for those who choose to home school their otherwise publicly schooled children in RE). The group in question does not consider their curriculum catechetical in content. There

are no other parishes within our Deanery that allow home school groups to meet on a regular basis at their facilities. As discussed at the October meeting, liability and Ethics and Integrity are also issues. It is being recommended that at this time, based upon the mission and direction of this group, we do not recognize the group as parish-affiliated.

**Action Item:** Fr. Danny (Mark) will draft a letter for submission. Review parish calendar for dates already scheduled by Home School group to determine effective date of charging for facilities' use. (Review our Facilities Use document for waiver of liability concerning all parish and non-parish groups.)

### **Ministry and Organization Guideline Review:**

Sonia presented the newly revised letters and flowchart showing processes for new, active or dissolution. Need to update document dates and get new signature page for pastor.

**Action Items:** Guidelines will be dated currently, flow charts were added for the three M&O categories and will have an updated signature page for pastor. The Ministry & Organization schematic needs to be edited to match existing ministries so that the next guide book and directory will reflect these changes.

### **Amendments to Pastoral Norms:**

Tonight we have finalized the details of the pastor-appointed member term changes, and all council members signed the updated signature page.

### **Status of Technology Advisory Group:**

Pat/Josie – the group has held its introductory meeting and discussed the general direction which was to be an advisory committee but also take action ASAP regarding the current situation. It was determined that they should completely review the current website. There have been tasks assigned according to the vision statement, and the group has decided rules of engagement they will use in targeting options for outsourcing, etc. Six out of 11 members attended meeting. It was determined that the group emphasis and mission is to be a consultative group for Fr. Danny and Josie more than actually setting directions. One challenge may be getting all members of the group together, and attendance will determine the final group roles. First and foremost is to get advice about what to do in the short term, and then begin to look at long range goals. The group needs to mostly support Josie's goals as she will be the one who represents the "end user" of the website.

### **Visions, Goals and Objectives:**

Mark reached out to Noel Landuyt, who needs more time to study the vision document, which was initially created to develop a survey. It has not been determined that there is enough material to create a quality survey. There was the question of whether the initial survey should be followed by a second survey to reinforce the Vision. Mark predicts we will get much valuable feedback from the survey.

### **Open Topics:**

**Ministry info and fundraising/sales tables in the plaza area:** The challenge arises from having only one multi-purpose building – there is not a separate area to hold tables, etc. Problems come from getting out of "rules" such as table location, configuration, etc. The constant flow (week to week) of groups and tables can be bothersome to parishioners. There was a suggestion to have a schedule of sales, etc. Do we encourage our groups to stay in designated areas? What are guidelines for inclement weather? We could possibly implement a letter with calendaring requests and some basic guidelines regarding solicitation. It was suggested to have no table sales on fifth Sundays or Black Bag Sundays (special collections). Calendaring is tricky because some things (sales and/or info, tickets) are seasonal or time sensitive.

**Next council meeting will be on Tuesday, December 18<sup>th</sup> at 7:30pm.**

Closing Prayer led by Henry Gaona.

Respectfully submitted by Teresa Clark.