

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

Date:	Wednesday May 20 th 2015	Time:	5:30 pm
Secretary:	Teri Shea	Location:	TBD
Chair:	Beth Robertson	Vice-Chair:	Pat Rother

Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present
Mark Dittman	X	Cary A	X	Cary B	X	Dan K	X
Father Skluzacek	X	Mike S	X	Chris	A	Gary	X
Father Jaspers	X	Susan J	X	Larry	A	Ralph	A
Sue R	X	Sean	X				
Guest(s) & Purpose:							

Agenda

- I. **Mass/Liturgy** **5:30 pm**
- II. **Light Meal** **6:00 pm – 6:30 pm**
- III. **Commission Meetings** **6:35 pm – 7:50 pm (extended for discernment)**
- IV. **PLC Meeting** **7:55 pm – 9:00 pm**

PLC Discussion – Beth

<p>1. Re-cap any items presented during meal- \$2.2 million pledged for OSMG debt retirement Some staff attended the “Amazing Parish” conference in April. Families Moving Forward- guests stay with us the week of June 7-100 volunteers are needed. Please contact Rosie H to volunteer.</p>
<p>2. Update from recruiting subcommittee-Recruits were welcomed to the commission meetings Feedback on process- some people felt the process was somewhat intimidating.</p>
<p>3. Update Constitution and By-laws- All commissions’ constitutions and bylaws were reviewed and They were sent back to commissions for minor changes. The constitutions and bylaws for all commissions should be wrapped up by the June meeting.</p>
<p>4. Suggestions for PLC At-Large member – Beth R will be stepping down at the end of this year. A PLC- At- Large position needs to be filled. Please forward recommendations to Fr. Skluzacek</p>
<p>5. Report from Fr Skluzacek and Fr Jaspers on their “Amazing Parish” trip to Colorado- Fr. Skluzacek, Fr. Jaspers, Ann Laird, Adam Roeble and Naomi Hard went to the Amazing parish conference in Colorado. There was an emphasis on team building. The Parish Staff will be conducting a morning one minute check in meeting daily to encourage communication and team building.</p>
<p>6. Discuss amazingparish.org Missionary Zeal video and the 5 messages for that topic- Video by Matthew Kelly very interesting. 5 messages for Missionary zeal: Social Justice and Service- SJB are very good in this area. Evangelization- this is an area with opportunities for growth. Missions- New ministry- Partners In Mission addresses this area. Volunteerism- continued opportunities in this area. Are we following up with people who contact us to volunteer in an area? This exercise has proven that St. John’s is an “amazing parish”. In viewing the various presentations, not much was seen that we are not already doing.</p>
<p>Conclusion/Action:</p>

Administrative Services Commission – Cary B

<p>Topics presented: A proposal for new signage for exterior of the school was approved by the ASC. Bid for project is approximately \$14,000 bid deadline is June 30. The proposal will go to the Finance Commission for the June 10th meeting.</p>
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Construction project for the streets surrounding St. John's will begin in early June.
Discernment process led to four new potential members for the ASC.

ASC reviewed the ten year plan for capital improvements. Several projects were earmarked. The commission will take a tour of the exterior of the campus buildings at the June meeting.
A proposal for new church lighting was reviewed. The ASC recommends a review of alternate proposals and bid by other companies if this project is likely to have funding.

Security system for school- The accreditation process spotlighted a need for additional security in the lower level of the parish center where students have classes. Increased security should be installed for the start of the school year. .

PLC Action needed if any:

Worship Commission – Cary A

Topics presented: Two new potential members were at the Worship Commission meeting. Only one new member needed. A recommendation will be submitted to Father.
A list of improvements for the church was created. Lighting fixtures were the first priority. The list will be submitted to the ASC. Music format for Masses used this year will continue. The choir and contemporary group will continue to alternate at the 10:30 am Mass
New Scheduling software will be used for liturgical volunteers. The software uses email to send reminders to ministers when scheduled and provides an email to get substitutes. A notification goes out when the position is filled.

PLC Action needed if any:

Pastoral Outreach Commission – Mike

Topics presented: Four new potential members recruited. Two attended the meeting. Three new members are needed. Tom gave a presentation on Feed my Starving Children. Would like to have a parish group to serve one to two times a year. This was approved by the POC. A presentation will be made to PLC in the future.

The POC approved new leadership.

FMF will be hosted here in June

Is there a protocol for following up with people who express an interest in volunteering?

PLC Action needed if any:

Finance Commission –Gary

Topics presented: It appears St. John's will end the year in the black.

Budgets are approved for 2015-16 and are balanced.

Three openings for the Finance commission. Two new members were approved. The remaining position is still open but strong candidates are identified.

PLC Action needed if any:

Faith Formation Commission – Susan J

Topics presented: Vacation Bible School June 15-19. Openings are still available
Family Faith Formation is scheduled for 2015-16. The same curriculum will be used but Family Formation will meet twice a month instead of only once a month. Naomi is also beginning a

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Family Bible Study Class- The class will keep parents and children together. RCIC is switching curriculum to be more age appropriate. RCIC will be offered between the two Sunday morning masses.
Extreme Faith Camp is sold out. No openings available.
Summer Youth Group will meet Wednesday nights.
Youth will do two service projects with the City of New Brighton
Youth will be attending a Steubenville conference in Rochester with Adam.
A new ministry, Marriage in Christ, is completed. It was a positive experience and another 10 week session will be held during Lent 2016

PLC Action needed if any:

School Advisory Commission- Sean

Topics presented: School has a balanced budget for 2015-16 achieved through a variety of means. More information will be available at the June Meeting.
PTO has a new president. Nathalie Peffer is retiring. Jenny Schmitz will be the new president.
Teacher Appreciation Week was celebrated with many events. A new event was Art projects done by the children for the teachers.
The school is seriously looking in to a bus for the northern suburbs "The Lakes" Area. It is a 30 minute drive to commute from that area. Options include buying our own bus or contracting with a bus company.
Events upcoming for this fall include the Kindergarten picnic and a dunk tank at FallFest.

PLC Action needed if any:

Stewardship and Evangelization- Dan

Topics presented: Two new members are needed for the commission. Two recruits were present for the meeting.
Officers were elected for next year. Chair- Larry, Vice- chair- Linda, PLC rep- Gloria
Alpha is going into second phase for current members. 20-30 people are attending meetings
Relevant Radio raised \$8000 for the school.
OSMG "Super Festive" hospitality on May 30-31 will be hosted by school and parish staff in gratitude to the parish.
Estate planning, End of Life and Funeral seminar will be held at two sessions on June 2.
Looking at themes for the Parish Mission in the fall of 2016. – It will be the "Year of Mercy"
Speaker Patrick Madrid will be at the parish May 2016.

PLC Action needed if any:

Parish Administrators Report - Mark

Discussion: See Attached

Conclusion/Action:

Pastors Report

Discussion: Fr. Al Bachmann will not be assisting during Fr. Skluzacek's sabbatical. Fr. Ted Campbell has agreed to help.
Father's sabbatical plans are progressing. There will be a send-off for him in conjunction with the parish feast day picnic on June 20. Prime timers are doing the picnic. Library committee will do a display with various locations that Fr. S will visit during his sabbatical.
Father's blog has launched "Ascent to Mount Tabor"
Father has one more parish visit and then will have completed his term as Regional Vicar.

Conclusion/Action:

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Blue Sky

Discussion:

SAVE THE DATE! Fall Formation Day Thursday, Nov. 5 at Guardian Angels in Oakdale for parish staff and leadership. More info to follow.

Staff Liaisons- Please send New Commission Member recommendations to Father Skluzacek for approval.

Conclusion/Action:

Next Meeting: June 10th Please remember room assignments will vary due to Families Moving Forward.

Kick Off Social- Wed. Aug. 19th, 2015. Mark your calendars