

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

Date:	Wednesday May 18, 2016	Time:	7:40 pm
Secretary:	Teri S	Location:	Room 211
Chair:	Pat	Vice-Chair:	Sue

Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present
Mark	X	Larry J	X	Ralph	X	Cary	X
Father Skluzacek	X	Marcia	X	Gloria	X	Gary	X
Father Jaspers	A	Lesia	X	Steve	A		
Sue R	X	Matt Gn	A	Barb	X		
Guest(s) & Purpose:		Bridget- sub for SAC rep, Len- Sub for POC rep, Larry V- PLC At Large rep					

Agenda

- I. **Mass/Liturgy 5:30 pm**
- II. **Light Meal 6:00 pm – 6:30 pm**
- III. **Commission Meetings 6:35 pm – 7:35 pm**
- IV. **PLC Meeting 7:40 pm – 9:00 pm**

Call to Order - Pat

1. Opening Prayer
2. Opening Comments

Administrative Services Commission - Larry

<p>Topics</p> <p>Columbarium project at cemetery – Design approved</p> <p>School Security System – revised approach, Project to be completed before school starts.</p> <p>Church and St. Joseph hall lighting project underway.</p> <p>Bell Tower project has been approved for first phase investigation.</p> <p>School Walk-in Freezer- Waiting on grant application</p> <p>Elevator- Water in the pits, two approaches to repair were considered. Advanced Waterproofing's proposal is being pursued.</p> <p>Chapel Airflow- purchase of VAV box est. at \$5000, Total cost of repair estimated at \$15,000</p> <p>Concrete Sidewalk repair- ASC Recommends addition of \$15,000 place holder to do work on the west side of campus. Parcel out other funds over the next several years to complete repair,</p>

Faith Formation Commission - Marcia

<p>Topics</p> <p>New Registration form developed</p> <p>Some price changes to programming</p> <p>Discussion of charging a late fee for registrations due to the additional work needed to order additional books etc.</p> <p>Couples in Christ- New program for SJB.</p> <p>Youth 365 campaign raised \$14,000</p> <p>Discussion on 2015-16 Goals</p>
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Finance Commission - Lesia

<p>Topics</p> <p>April financial results show a deficit of \$114,000. Deficit projected to grow through June</p> <p>Positive results to "Close the Gap" campaign. Updates to be published in parish bulletin.</p> <p>Finance approved increase in Faith Formation Fees</p>

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Capital Expenses were reviewed.
Reviewed Goals for 2015-16

Parish Groups and Activities Commission - Ralph

Topics

Discussed incoming members- two are signing up for a second term. One potential member has been identified.

20 groups are represented by the PGA, five presented at this meeting.

Parish library committee reports library is doing very well. The steep ramp up to the narthex limits handicap access. There are storage issues. The library has 4700 items. They would like to get the library catalog on the parish website.

Primitimers- Service Group leads various events in the parish e.g. Feast day picnic, meal at Sharing and Caring hands twice a year, Two blood drives a year; Mission statement for group under revision

Boy scouts, Cub Scouts, Venture Crew- 40 young men in boy Scouts and Venture crew, 41 boys in Cub Scouts.

Gardeners and indoor plant care- It is an ongoing effort to find volunteers, 2 new recruits from hosting hospitality.

Parish Outreach Commission - Len

Topics

Director of Birthright, Judy, presented to the group. Judy is the director of Birthright in Coon Rapids.

Birthright is open 8 hours a week. All services are free of charge. Birthright is not involved in political action. They do counseling and provide baby supplies.

The POC and the Maternity closet are hosting hospitality this weekend. We are hoping to recruit three new members for the POC.

A member of POC was checking the volunteer page on the website and the link to the page didn't work. *(Parish Staff checked the link on the website after this meeting and found it was functional. The link will be continued to be monitored.)*

2015-16 goals were reviewed and prepared to present at next month's meeting.

School Advisory Commission – Bridget

Topics

State of the school brochure to go out in the principal's bulletin. Extra copies to be available in the kiosks. Highlighted items include the fundraising efforts, preschool, academic achievements, and alumni

Discussed goals for presentation at next meeting.

Technology grant from CSCOE received for chrome books and expanded bandwidth. Additional training will be provided for teachers.

SAC is excited that the Security Project has been approved and plans are underway.

Stewardship and Evangelization Commission - Gloria

Topics

Four new members are needed for next year.

Discussion followed on the structure of the commission

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Worship Commission- Barb

Topics

Four new members are needed for the worship commission. Two strong candidates are discerning. Discussed proposal to move Perpetual Adoration from the Faith Formation Commission to the Worship Commission. Adoration liaison to be informed of the switch. Goals discussed for Presentation to PLC next month. A donor is in discussion about providing new chalices.
New Item Recommendation to change commission meeting nights.

Items for Further Discussion

Topics

1. Report on recruiting members for commissions – suggestions for recruiting- After discernment, new members should be approved by Father Skluzacek. Appointment letter will follow. A pulpit announcement will be made about the search for new members.
2. PLC evaluation update-Survey completed, Report on results at the June Meeting
3. Reminder on Commission Goals reports for June meeting- Commission Chair, Staff Liaisons and PLC reps to attend. Goal reports will be presented in a 2nd lightning round. Please submit goal report to Pat in advance.
4. Worship commission- Security response- Worship commission hosted hospitality on April 23. Alarm went off. No staff was available. Didn't know what type of alarm it was or how to stop it. Request a review of procedures. Staff to evaluate.
5. New commission meeting night request from Worship commission- Wednesday night is a problem meeting night for some commission. Choir and contemporary music groups practice. Faith formation night. Those conflicts deter many potential good volunteers from signing up as commission members. Worship commission suggests a move to Tuesday nights. Proposal should be taken back to commissions for discussion. Return with feedback for PLC.
6. Handicap access to Library- Ramp is too steep for people in wheel chairs to navigate alone. Addition of handrail would help wheel chair bound individuals. Proposal forwarded to ASC.

Parish Administrator's Report - Mark

Topics See attached.

Parish is looking at a fall stewardship drive. The last OSMG campaign went through 2016.

Pastor's Report

Topics

School celebrated pastor's day and created a poster board with sabbatical pictures. Franciscan Sisters of Sylvania are celebrating their centennial. They have a long history at St. John's beginning with the founding for the school in 1952. Come to a celebration of that history on Thursday, hosted by Sr. Clarinda. Welcome to Larry V. who is beginning a 2 year term as a PLC at large member. Pat ends his term at PLC chair in June. Sue installed as PLC Chair in July. Larry becomes new vice chair in July. New Trustee is Marian, Cary steps down after ten years as trustee. New Archbishop was installed. It was a beautiful ceremony for Archbishop Hebda. May 25- the Experience Mercy billboard will be put up and a blessing will be held. Father Skluzacek and Father Jaspers anxious to see confessions increase. School Mass to move to 9:30 Wednesdays in fall.

Blue Sky

Topics N/A

Closing Meeting - Pat

1. Closing Comments

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2. Closing Prayer

3. Adjourn

2015-2016 Meetings - Wednesdays
~~Aug 19 (kick-off picnic)~~
~~Sep 16, Oct 21, Nov 18, Dec 9,~~
~~Jan 20, Feb 17, Mar 16, Apr 20, May 18, Jun 8~~