

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

Date:	Tuesday, June 6, 2017	Time:	7:35 pm
Secretary:	Teri - Present	Chair:	Sue - Present
MAL:	Steve B-absent	Vice-Chair:	Larry -Present
Member/Attendee	Present	Member/Attendee	Present
Mark Dittman	X	Larry	X
Father Skluzacek	X	Linda	X
Father Shovelain	X	Michelle	X
		Lesia	X
		Pat	X
Guest(s) & Purpose:	Jessica – FF Commission Staff Liaison, Deacon Peter Ly-= summer intern, Tom H- ASC Chair		

Agenda

Dinner	5:30 pm - 6:00 pm
Prayer - Centered on the Holy Spirit in the Chapel	6:00 pm –6:25 pm
Commission Meetings	6:30 pm –7:30 pm
PLC Meeting	7:35 pm – 8:45 pm

Call to Order - Sue
 Opening Prayer- Fr. Skluzacek

Archdiocesan Code of Conduct – Mark-
 All members of PLC need to sign a code of conduct. Please sign and return to Mark ASAP

Administrative Services Commission – Larry
Water Loss in church heating system- ASC recommends expenditure of \$3000 to Finance Commission to pressure test portion of system to determine if leak has been found.
*Bell Tower-*ASC recommends expenditure not to exceed \$4000 to hire engineer to determine scope of work for bell tower repair.
Phone System - Project is being scheduled
*Rectory Heating-*ASC recommends a comparison of pricing between replacing control valves or connecting rectory to parish center boiler.
*Eagle Scout Drainage Garden-*project to be done June 17-18
First Floor HVAC Air Flow Balancing- Premier won contract and word to start later this week.
*Library Cabinets-*Archives committee has no available cabinets to give to Library Committee
Wood Windows (School)- ASC recommends to Finance Commission that all south side windows on first and second floor of school be replaced. Cost not to exceed \$15,000.
School Freezer- Project to be completed within 2 weeks.
Rectory Garage- Estimated cost \$9750; possible FallFest funding?

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

Fire Inspection- All projects associated with fire inspection are complete.

Sidewalks- ASC recommends initial expenditure of \$15,000 to repair sidewalks on west side of campus, and other high priority areas. Additional expenditures should be an annual maintenance item.

Sculpture Garden- area in sculpture garden cannot grow grass; recommend that area be replaced with concrete.

School Carpeting- Three rooms have carpet trip hazards; recommend replacing carpeting. Further investigation needed to determine if asbestos abatement needed. Estimated cost of \$15,000 includes abatement.

ASC membership is full

Campus Security- A couple of recent incidents have heightened awareness for staff.

ASC end of year review- Report attached

Faith Formation Commission- Michelle

See attached year-end report

Finance Commission- Lesia

Capital Items- Capital expenditures for the year were approved by the Finance Commission

See attached year-end report

Parish Groups & Activities Commission- Dave

PGA membership update- no openings, everyone returning to commission

Discussion on FallFest needs

Open Items- Welcome desk staffing okay; Cross for school gym entrance is installed.

Pastoral Outreach Commission- Jeanne

Commission should have 9 members, 4 are returning, 2 potential members have expressed interest, 2 other potential members have been contacted and invited to join commission

Reviewed Draft document on Solicitation/ Fundraising Guidelines

See attached year-end report

School Advisory Commission- Dea

See attached year-end report

Worship Commission- Pat

Hymnal Article in Bulletin- the article is a reminder to take care of hymnals and to pray for donors

Legacy Projects- prioritizing projects for Legacy group

Accomplishments- List of accomplishment to be completed

Hearing Loop- more presentation information. Some concern about installation plan.

Looking for donations to cover cost of hearing loop installation.

Evangelization & Stewardship Commission- Linda

Membership- full at nine members

Officers and PLC Rep- new officers and PLC rep in place for 2017-18.

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Monthly Meeting Agenda / Minutes

Evangelization Initiatives- Continued planning for reaching out to inactive members, including conversation and discussion around types of call scripts needed for making phone calls.

Stewardship- Encouraged commission members to volunteer for and recruit parishioners to assist PBA with OSMG planning.

Ministry Reports:

- New Parishioner Welcome-E & S reported on results of New Parishioner Welcome ministry for YTD 5/31/17=71 new members. E & S continues to encourage other ministry data be collected for inclusion in parish annual reporting.
- ALPHA- Alpha ministry accomplished two sessions this year with a total of 64 Attendees
- Legacy- A committee has been formed and 3 meetings held with objective of forming an ongoing legacy plan. This plan/program is currently under development.

Future commission planning proposals- Members encouraged to read suggested resources to expand thinking around Evangelization and Stewardship activities

August Picnic idea- Over the summer commission members will actively watch for evangelizing opportunities and share stories at August picnic. Miraculous medals were distributed to use as tools when engaging people in conversation. PLC was also invited to join in on this activity.

Parish Administrator's Report – Mark- See attached PBA report
Looking at cemetery software
Columbaria project progressing, Blessing of columbaria June 25;
pre-sales for niches begin June 8

Pastor's Report- Fr. Skluzacek

Thanks to all for your work.

Pray for the leadership team over the summer.

Pray for priests in the archdiocese; all priests are attending the Presbyteral Assembly in 2 weeks

Legacy Initiative- developing a program.

Father's Pilgrimage to the Holy Land sold out in 3 weeks.

Thanks to outgoing chair, Sue!

Larry V to be new PLC chair.

Stephanie Waite to be new PLC at-large member

Closing Meeting - Sue

1. Closing Comments
2. Closing Prayer
3. Adjourn