

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

Date:	Wednesday December 17 th 2014	Time:	5:30 pm
Secretary:	Alan Foley	Location:	211
Chair:	Beth Robertson	Vice-Chair:	Pat Rother

Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present
Alan Foley	X	Cary A	A	Cary B	X	Dan	X
Father Skluzacek	X	Mike S	X	Chris	X	Gary	X
Father Jaspers	X	Susan J	X	Larry	A	Bob	A
Sue R	X	Sean	X				
Guest(s) & Purpose:		Ralph (sub for PGA PLC 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 – 8:40 pm**

PLC Discussion – Beth

1. Re-cap any items presented during meal- none
2. Recruitment sub-committee - Commissions should be talking right now with members about their plans to continue to serve on their commissions. Those who are in their 3 rd and final year need to indicate to the Commission chairs their desire/intention to continue. There is an immediate need for the Recruitment Committee to be formed. Beth asked each of the PLC members to nominate someone to participate on the recruitment committee. The right size for this committee is 4 to 5. The goal should be to convene before the PLC meets next on January 21 st . Pat Rother will serve on the Recruitment Committee.
3. Discuss amazingparish.org overview and A Real Leadership Team, the topic was “forming a leadership team.” Father explained that his leadership team is the Discipleship Committee, a group of staff and parishioners that are meeting every other month to focus on strategic issues – envisioning where we want to be as a parish in the long term. A successful parish needs groups that advise the pastor in areas that are immediate, which is the role of the PLC. However another group is needed to focus on long term issues. This team needs to be made up mostly of staff engaged in ministry. The PLC was supportive of the need for a Leadership Team as Father described it.
Conclusion/Action:

Worship Commission - Pat

Topics presented: The Worship Commission explored the question of who might be moving off the commission at year end. They chose a vice chair. They discussed improvements to the Worship Space and enhancements to the greeters and ushers guide.
PLC Action needed if any:

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Pastoral Care and Social Mission Commission - Mike

Topics presented: The PCSMC approved their Bylaws. Their constitution will be voted on in January

5000 pairs of socks and an ocean of underwear were collected for distribution to the poor.

PLC Action needed if any:

Parish Groups and Activities Commission – Ralph

Topics presented: Mary Hartz, our parish nurse, presented to the commission regarding her work with seniors and the disadvantaged. She reported that the Senior Spirits group is in effect non-existent at this point. Their recommendation is to remove it from the roster of active parish groups. The PLC agreed.

Men's Fellowship also presented and reported on their activities. In addition to their regular meetings on Thursday mornings, Men's Fellowship plays a key role in FallFest and has been called upon to assist in many other activities. They were chiefly responsible for planning Fr. Jaspers' successful recent men's retreat.

Ralph reported that there were some concerns expressed about the new Hospitality Process, and the lack of clarity concerning all that will be required of groups.

PLC Action needed if any:

Finance Commission –Chris

Topics presented: At the December meeting, the Finance Commission accepted and passed along to Father the recommendation for tuition and fee increases for next year. The Commission approved a recommendation to Father about revisions to its bylaws. They also sent to Father a recommendation for a conflict of interest policy.

PLC Action needed if any:

Faith Formation Commission – Susan J

Topics presented: The Commission got updates from Adam Rooble, St. John's youth minister, who reported on Winter Blast and the Confirmation group.

Our Elementary Faith Formation director Naomi Hard discussed her activities including nursing home visits.

PLC Action needed if any:

School Advisory Commission - Sean

Topics presented: The recommendation to Father which is supported by the Commission is for tuition to increase by \$125 per student and fees to increase by \$50 per student next year. The Commission is looking for new members with a marketing background. Two more Korean students are coming in January. Principal Laird is looking for an art teacher to replace Mr. Berger who resigned to pursue another opportunity. January 14th is kindergarten and preschool roundup. In preschool a full day option will be offered.

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PLC Action needed if any:

Stewardship & Evangelization - Dan

Topics presented: The Commission has only 6 members currently. They will be voting on their completed Constitution and Bylaws in January.
There was a discussion of WINE – Women Involved in the New Evangelization. Their focus is on healing the church.
There will be a women's retreat in Lent, led by Father Jaspers.

PLC Action needed if any:

Administrative Services Commission – Cary B

Topics presented: The ASC is coming together very well. As each facilities project arises, it is assigned by the group to one of its members. They reviewed their Constitution and Bylaws and expect to approve them in January.

PLC Action needed if any:

Parish Administrators Report - Alan

Discussion:

- 1. Financial Results through November** – We do not have financial results to report for November month end because we are in transition from one accounting system (Logos) to another (Parish Soft.) Logos was no longer going to be supported by Microsoft. We have been in training and transition for some time.
 - Giving: We made some headway in November in Sunday Giving. We think we will find when we get back on line that we are at budget on a year to date basis.
 - Gifts of stock are particularly strong right now. We are optimistic about Christmas and year end.
 - One of the two boilers that serve the school, the church and the parish center needed a significant repair - \$15,000.
- 2. Carpet in St. Joseph's Hall** – We have chosen the carpet. Installation has not yet been scheduled.
- 3. OSMG 2015** – The plan is expected to be that we will have the main events and communications taking place in the time period between Easter 2015 and the end of May. The new pledges will be effective on January 1, 2016.
The Lead Gift Committee includes:
 - Parishioner Mark Haidet
 - Father Skluzacek
 - Father Jaspers
 - Parishioners Jeff and Fran Davis
 - Parishioners Mike and Jane Heinks

We continue to recruit the 3 overall chair couples. Greg and Jackie Schmitz have accepted Father's invitation. We are looking for two more couples.

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4. 2015-2016 Budget process – The school budget subcommittee is recommending to Father via the Finance Commission next year's tuition and fees increase. This will be discussed at this month's Finance Commission meeting.

In addition, Alan indicated that as Commissions' Constitution and Bylaws are approved in the Commissions they should be forwarded to him for review by the PLC at large members with the expectation that they will send them to full PLC and then to Father for his approval. He also reminded Commission Liaisons of the Admin Services Policy that any projects that are expected to cost more than \$5,000 and impact the facilities infrastructure must be brought before the Administrative Services Commission before plans can be made to move forward with the project.

Conclusion/Action:

Pastors Report

Discussion: The Rectory Chapel will be finished by Christmas
5 staff members including Father Skluzacek and Father Jaspers will attend the amazing parish workshop April 21-22

Conclusion/Action:

Blue Sky

Discussion: The PLC will be responsible for hospitality at the masses January 10 & 11. More information to follow

Conclusion/Action:

Next Meeting: Wednesday January 21st 2015

- PPC Meeting Calendar – 2014 Dates 9/24, 10/15, 11/19, 12/17**
2015 Dates – 1/21, 2/25, 3/25, 4/15, 5/20, 6/10