

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

Date:	Tuesday, May 15, 2018	Time:	7:45 pm
Secretary:	Teri S	Chair:	Larry V
MAL:	Stephanie W	Vice-Chair:	Steve B

Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present
Mark Dittman	X	Larry J	X	Dave	X	Gary	X
Father Skluzacek	X	Neil	X	Jeanne	X	Marian	X
Father Shovelain	X	Michelle	X	Dea	X		
				Rose Ann	X		
Guest(s) & Purpose:							

Agenda

Dinner	5:30 pm – 6:00 pm
Prayer & Exercise	6:05 pm – 6:30 pm
Commission Meetings	6:35 pm – 7:40 pm
PLC Meeting	7:45 pm – 8:45 pm

Call to Order – Larry

1. Opening Prayer- Led by Fr. Skluzacek
2. Opening Comments- handouts for meeting include a form for an end of the year report from the Commissions, Updated Constitution and Bylaws for the Parish Leadership Commission and a proposed constitution for the Cemetery Committee.
3. Church 50th Anniversary Update- the 50th anniversary of the Church Structure is slated for a “soft” kick off at the Parish Feast Day Picnic on June 23, 2018. The planning committee for the anniversary has met. A master plan for the anniversary year will be in place by the end of June.

Administrative Services Commission – Larry

Re-landscaping and Concrete work in Sculpture Garden was reviewed. The ASC recommends the Sculpture Garden project not progress unless drainage issue is addressed. The ASC recommends that the project in its entirety be approved by the Finance Commission.

Additional concrete work is included in the annual budget. Proposed work includes the front entry and thresholds at door one.

Handicapped seating and access- proposal received to add automatic door openers to doors to sanctuary from plaza and main floor bathrooms. ASC views these proposals as outside the scope of the commission since it is not a code issue. Other recommendations needed.

Cost to replace 19 year old hot water heaters for church is \$24.6K for two. Need to check on code requirements. More research is needed.

Replacement of control systems for campus has a quote of \$140,000 to \$170,000. ASC is recommending a phased approach. The system is obsolete, no parts are available; but the system is still operating.

Security Camera proposal- further discussion after several parishioners attend a conference on Church Security.

Signage for handicapped area- ASC would like another commission to make recommendation on verbiage. Worship Commission will review this item. Clarification that change in Handicap seating previously discussed is in reference to rear of the church where reserved seating for disabled is currently.

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

Evangelization and Stewardship Commission- Neil

- The E & S commission is going to review “Stewardship: A Disciple’s Response- Pastoral Letter on Stewardship.” We will meet and discuss before the September Meeting.
- We are reviewing and will recommend a change to the “One Spirit, Many Gifts” Pledge Form to increase the emphasis on prayer and service. E & S plans to review at the next meeting.
- We will submit its proposal to follow-up with those not responding to the census within the next couple of weeks.
- The PLC has requested E&S to recommend how to have all the commissions review, be trained and keep current on the Pastoral letter: “Stewardship: A Disciple’s Response”.

Faith Formation Commission – Michelle

Virtus code of conduct reviewed. Jodie is in the process of ensuring everyone's credentials are up to date.

Policy handbook was reviewed. Discussion followed on the Attendance requirement.

Devoted- new ministry for women is a success. First meeting had over 100 women attend.

Sacraments of Confirmation and First Eucharist received by children of the parish.

Pilgrimage to the Shrine of Our Lady of Guadalupe was successful. The bus was full and some parishioners drove and met the other pilgrims at the shrine.

Faith Formation Commission hosted hospitality.

Reminder SOS (Summer of Service) sign up is for all, not just families. SOS is the last week in June and a variety of activities and service projects are involved. One is a trip to a Saints Game.

Finance Commission – Marian

Parish will end the year with a deficit of approximately \$75-85K, due chiefly to maintenance expenses. There will be a bulletin report on this. Reviewed the proposed summer projects Ratified \$15K for sidewalk repair.

Parish Groups and Activities Commission – Dave

Stephanie was a guest at the meeting.

Discussion on work on the sculpture garden

Revised PGAC constitution and bylaws will be sent to PLC Chair.

FallFest looking for a co-chair and a marketing person.

Turkey dinner is scheduled for November 4. A Chairperson is needed as is help in all areas.

Parish Outreach Commission – Jeanne

Current Mission Statement was reviewed. POC Chair will forward to PLC

Follow up discussion on establishing a relationship with a parish in the Holy Land. More information needed.

Foreign Mission Sub-Committee- Foreign Missions Review form was revised and approved to be submitted to the PLC. A marked up copy was given to Father and an e-mail copy will be revised and forwarded to Father.

It was suggested after approval this form be available from Bonnie and the Welcome Desk, besides being available from Jane Heinks.

School Advisory Commission – Dea

Most of staff returning, employment needs include a health assistant, preschool coordinator. One administrative position resigned and duties to be redistributed among existing staff. Accomplishments for 2017-18 include new computers from Fund a Need at Wines to Wishes, new website, Google certified educators. Marketing and development- Net increase of 12 kids. 25 students not confirmed as returning. School videos created by school staff have been received positively. Electronic Billboards brought in two new families. School participating in three parades over the summer (Blaine, Shoreview and New Brighton).

Worship Commission – Rose Ann

Worship Commission is working on the signage for the handicap section.

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

Per the last PLC minutes under Evangelization & Stewardship Father Skluzacek and Adam are working on getting greeters. Greeters fall under Worship Commission so this will be joint effort. Ten greeters a Mass would be needed to cover all the doors and areas we would like covered.

Eucharistic Minister and Lector Leaflets have been reviewed and will be given to Father Skluzacek and Father Paul for approval. The training/workshop has been moved to fall.

Constitution and Bylaws has been modified and will be sent to the PLC.

The proposed ministry appreciation event has been deferred to next year.

Proposal made to say the vocations prayer the first weekend of each month. Recommend that the clergy find a family prayer to replace the marriage prayer that was placed in all the hymnals. If the clergy would prefer the Worship Commission or someone else could look for a family prayer. Some feel the marriage prayer is too divisive.

Requesting that automatic door openers be installed in the bathrooms and worship space as with the aging population those doors can be too heavy to open. Worship Commission requests proposal be given to the appropriate commission, group or person.

The Worship Commission is requesting that a sign be put out in front of the church that includes the Mass times and confession. A design was proposed. If approved perhaps a group such as the Knights of Columbus would be willing to pay for the sign.

Items for Further Discussion

1. PLC Constitution and Bylaws reviewed. Motion made to accept the revised documents. Motion seconded and approved by voice vote.
2. Cemetery Constitution reviewed. Motion made to accept the document. Motion seconded and approved by voice vote.

Parish Administrator's Report – Mark

Church website task force is in beginning of process. A proposed timeline is under review. The website is expected to be launched by mid-August.

Flocknote rollout this weekend. Live presentation after Masses.

Pastor's Report-

Ordination of Fr. Peter Ly on May 26. Fr. Ly was a summer intern here at St. John's. Parishioners are invited to attend the Ordination at the Cathedral.

This summer, Deacon Joseph Connelly will be interning at St. John's.

Members of the Leadership Team presented over the year on the new Mission, Vision and Values Statement.

Father would like to see continued growth in building meaningful relationships with others in our parish community to develop a community of disciples. .

Additional Comments-

All commissions should prepare the end of the year evaluation for next meeting. Please prepare to present and submit at the June meeting

Closing Meeting - Larry

1. Closing Comments
2. Closing Prayer
3. Adjourn

2018 Meetings - Tuesdays
June 5