

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

Date:	Tuesday, November 21, 2017	Time:	7:35 pm
Secretary:	Teri Shea- Present	Chair:	Larry V- Present
MAL:	Stephanie W- Present	Vice-Chair:	Steve B- Present

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	A	Jeanne	X	Marian	X
Father Shovelain	X	Michelle	X	Dea	X		
				Rose Ann	X		
Guest(s) & Purpose:		Jane- Sub for E & S					

Agenda

Dinner	5:30 pm
Prayer	6:05 pm – 6:25 pm
Commission Meetings	6:30 pm – 7:30 pm
PLC Meeting	7:35 pm – 8:45 pm

Call to Order – Larry

1. Opening Prayer- Fr. Skluzacek
2. Opening Comments- Larry V
 - a) Christmas distribution item- past items have been offered for approval and paid for by an anonymous donor. The booklet offered as a suggestion at our last meeting was reviewed. The flip-over booklet provides a basic introduction to Catholicism and a guide to the Mass. Although, we think it is useful and something that we may want to provide on our book rack and will explore that, we don't think it is the type of item we would give to each family at Christmas. We plan to see what is recommended by the anonymous donor for this year.
 - b) The 50th anniversary celebration- At our last PLC meeting, all commissions were invited to offer recommendations on activities and participate in the planning and implementation of celebration events. The parish bulletin for the weekend of November 11-12 invited persons interested in organizing and leading multiple celebration events to contact the parish. Our current thinking is that a temporary committee should be formed to coordinate the multiple events. We expect to hear more this evening and know more as this matter develops.
 - c) Commission responsibilities- Each commission has a number of responsibilities. Each is charged with being aware of what is going on in its areas of responsibilities and supporting those areas. It is possible that a commission may find that they don't have the resources within the commission to do something. WE expect you would bring this matter to the PLC as soon as you become aware of such a situation. Someone in the PLC may be able to help find what you need. Don't wait until the next PLC meeting; there are three at-large members who could be contacted. Any Questions?
3. Remember to report how your commission will be living our new parish mission.

Administrative Services Commission – Larry

Heating System Water Loss- Revised bid from contractor to investigate water loss has not been received.

Glycol at 10%, recommended to be at 30%- Needs further review.

Rectory heating system- Pat to review tomorrow

Campus sidewalk- Pitting in some areas. Budget request of \$10,000/ year to do upkeep and ongoing repair of sidewalks. Item to be included in 2017-18 repairs

Sculpture Garden- Insufficient drainage causes runoff. Repairs must be approved by city and meet their requirements.

Church Windows- Estimates received. Bid to repair 2 damaged window accepted and repairs to begin.

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

Hearing Loop- Due to cost of project, another bid is required. Several infrastructure requirements have unknown costs e.g. moving pews for installation, wax removal required for cut saw. ASC is not willing to advance the project until more information is known.

Evangelization and Stewardship Commission- Jane

Request to send out draft of minutes to PLC Rep for review before publishing.

Mark H will represent the E & S for 50th Anniversary committee for the 1st meeting. In the process of discerning E & S Input for living mission statement, we have a six page list of ideas. We need direction/ marching orders/ plan and strategy. We will be submitting a PLC request form.

Faith Formation Commission – Michelle

- ❖ 50th Anniversary Celebration- focus the year of formation on “the church”; Church history study, Role of laity in the church; Vatican II documents on the Church.
 - Implement the celebration within existing events. (Wines to Wishes, Cana Dinner)
 - Extra Booya weekend, Staple of St. John’s
 - Offer ad orientum Masses, Latin Masses, Communion rails,
 - Archives and show where things were located before the renovation
 - Faith Formation commission would possible host and event....
- ❖ New VBS Plan- Summer Mission
 - Evening for family... Start on Sunday
 - Register for the nights you can go
 - Week of Mission for summer,,, Kids or no kids
 - Clean up parks, Feed my Starving Children, Mass/ Adoration/ confession. Tailgate here and Saints Game
- ❖ Catholic Watchmen Ministry presentation
 - Doing well compared to other parishes, Thankful for priest support here. 15 new people at last meeting
- ❖ Grooppit App – Trying to connect parish members with interest that are outside of Church activities. Trying to figure out how to collect data

Finance Commission – Marian/Gary

The parish is currently running at a deficit larger than projected. Mark will lead an evaluation of expenses.

Projection of finances has SJB ending the year \$140,000 in the red.

Project for replacing 2 windows in the church has been approved. Bell Tower project at cost of \$16,000 has been approved. Church hearing loop project is tabled for now due to deficit. May review in spring.

Parish Groups and Activities Commission – Dave

Guest for meeting- Larry V

Glenda will talk with Library commission regarding request for a computer.

Open items-

Gardeners- discussion on the ivy around the church

Turkey dinner- Advertise earlier for needed volunteers to host event.

Will work on getting new members for commission

On behalf of the PG & AC, we wish everyone a happy Thanksgiving.

Funeral lunch committee moved from PG & AC to the Worship committee.

Parish Outreach Commission – Jeanne

Welcome new member, Kathleen. Fr. Skluzacek was a guest. Partners in Mission is divided into four groups Building Bridges (Liberia), Friends of the Poor (Viet Nam), Partners for Hope (Tanzania) and Family Missions company (Haiti). Each group added to the Matrix with contacts to be added.

Request for assistance from Lakeside North Mobile Community-

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

Contact from the Lakeside reached out to St. John's looking for the parish to in some sense "Adopt" the community. Deacon Rod to reach out to the contacts to get more info on how we can assist them.

Allina Hospital Eucharistic Ministers- A change in policy at Allina hospitals may affect St. John's Eucharistic Ministers who bring communion to Unity hospital. Job description from Allina sent to volunteers. Does the new Allina policy make a difference for the Eucharistic ministers? Discuss with Father Peter of Epiphany regarding conflicting assignments on Wednesday. Concerns were raised re: Requirement to wear "uniform apparel" and sharing of info. We are guests of Unity Campus of Mercy Hospital and will need to follow their guidelines.

Fr. Skluzacek- How we promote and support missions- Discussed options for fundraising- Weekend of World missions? We will discuss having a parish member becoming the coordinator for the four missions we are currently supporting.

50th anniversary committee- Jeanne will attend first meeting and bring back info to POC to determine which member would be best suited for the committee.

School Advisory Commission – Dea

New start time for 2018-19 school year- Changes the structure for JCare

Looking at hiring development director

Use Survey Monkey to brand "Catholic Culture"

School budget is in Draft form

Open House was held November 2 8-10 families attended

Pre-school – Kindergarten information night will be held January 9

Catholic Schools Week in January

2 members are meeting vendors for website

Wines to Wishes committee has begun planning – football theme for this year's event.

Worship Commission – Rose Ann

50th Anniversary Celebration- Worship Committee to take the lead in planning for the kick off and closing event.

Vespers service, Mass with Archbishop Hebda

"That's a good question" feature for bulletin to begin

Donations for hearing loop have been received.

Limit goals for the year- one is to increase participation in Children's Choir

Nature of the Worship Commission ties it to the new mission statement

Items for Further Discussion

1. Request to extend Commission meeting times. Add 15 minutes to commission meetings and start PLC meeting at 7:45.

2. Who will chair 50th Anniversary committee? Worship to lead open and Closing Activity? Anniversary year to run from June 24, 2018- June 24, 2019.

Parish Administrator's Report – Mark

See report.

Mark to meet with SAC member to review School Budget

Pastor's Report

Fr. Skluzacek referred to opening remarks at dinner re: trip to Tanzania for Dedication of Church of St. John the Baptist.

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

Additional Comments

Review and revise as needed all commission's constitutions and bylaws

Fr. Paul to present a mini-series on Christ, Mary and the Church in January. Series is designed for adults.

Closing Meeting - Larry

1. Closing Comments – Review commission constitution and by-laws.
2. Closing Prayer
3. Adjourn

2017-2018 Meetings - Tuesdays
Dec 12, Jan 23, Feb 20,
March 20, April 17, May 15, Jun 5