

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

Date:	Wednesday October 15 th 2014	Time:	5:30 pm
Secretary:	Teri Shea	Location:	211
Chair:	Beth Robertson	Vice-Chair:	Pat

Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present
Alan Foley	X	Cary A	A	Cary B	X	Dan	A
Father Skluzacek	X	Mike S	X	Chris	X	Gary	X
Father Jaspers	X	Susan J	X	Larry	X	Bob	A
Sue R	X	Sean	X				
Guest(s) & Purpose:		Jill (sub for Worship PLC Rep.); 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- Parish Mission Oct. 27-29. Mission appropriate for grade 4 and up. Child care is available
2. Discuss proposed Constitution and Bylaws- Motion made to open discussion on Constitution and bylaws, Motion seconded. Discussion closed. Vote to approve Constitution and by-laws carried by voice vote.
3. Discuss amazingparish.org overview and A Reliance on Prayer. All evangelization begins and ends with Jesus. Prayer is the starting point. Intentional intercessory prayer. During St. John's OSMG drive the first pledge is prayer for St. John's. Ask for intentional prayer to make St. John's an "amazing parish". Be specific in your prayer requests.
4. First part of 11/19 PLC meeting will discuss upcoming Recruitment/Discernment process for new Commission members. Commission Chairs and Staff Representatives need to attend.
Conclusion/Action:

Worship Commission - Jill

Topics presented: Reviewed commission constitution and bylaws. Sara spoke to commission on Welcoming for the parish mission. Need 8-10 ushers, 25 greeters. Corey putting together an ushers guide.
PLC Action needed if any:

Pastoral Care and Social Mission Commission - Mike

Topics presented: Two ministries presented to the commission. The first was Sharing and Caring Hands Ministry. St. John's has a group of volunteers who prepare lunch at Sharing and Caring Hands one Wednesday a month. Need 13-15 volunteers with a time commitment of 2-3 hours. Make "Sloppy John's" Second ministry to present was the Society of St. Vincent de Paul. Society has been around for

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years, do sock and underwear drive, clothing drives.

Mission Tree was established to permanently assist seminarians in Africa. Mission Tree is closing down. They want to submit the website to St. John's and the remaining funds.

PLC Action needed if any:

Parish Groups and Activities Commission – Ralph

Topics presented: Presentation from the quilters. Quilters provide up to 180 quilts per years. Connie is current chair of quilters.

PGA reviewed the PLC minutes from Sept. It was noted the interest that the ASC is looking at signage. The Library and Archives Display Case would like additional signage.

PGA is looking at developing a by-laws book for the 21 groups represented by the PGA.

PLC Action needed if any:

Finance Commission –Chris

Topics presented: It has been noticed that the priests are greeting before and after Mass. Fr. Jaspers' birthday calls are also a big hit in the parish community.

A parish giving report was prepared to look at why contributions were down. Variety of reasons but noted that total number of givers has decreased.

1st quarter results were in, numbers look good.

School Budget Sub-committee met with Ann Laird, Parish Subsidy has historically been 16%. It has been recommended to Fr. Skluzacek that recent gifts of \$160,000 be earmarked towards Debt Reduction. Parish mortgage debt is approximately \$2.1 million as of the end of Sep 2014.

Gene of the Finance Commission has done some research on Columbaria. There are no financial barriers to delay continued exploration on a columbarium at our cemetery.

Note: There is a columbarium at Christ the King Lutheran on the SE side of the campus.

PLC Action needed if any:

Faith Formation Commission – Susan J

Topics presented: Due to the downturn in Family Formation, calls were made to families not returning to ask why. Variety of reasons from too busy, kids not engaged, didn't get info, going to new parish. 2 families actually registered after the calls. Next year, it is suggested that reminder post cards be sent out in August to remind people to register.

Adam reports that 7th grade formation is going great as is Confirmation 1 & 2.

Confirmation 1 is doing saint reports and confirmation 2 is using new Curriculum.

Senior high youth group has a new format. Week 1 is adoration, Week 2 is fun activity bring your friends, week 3 is prayer labs, and week 4 is novenas.

Archdiocese Youth day is October 25.

Faith Formation Commission is having a speaker do a presentation on human trafficking at their November meeting.

PLC Action needed if any:

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School Advisory Commission - Sean

Topics presented: Used new Chrome books for testing
Marathon met their goal.
Looking at changes to Parent/ Teacher conferences.
School invited to look at fundraising for statuary for courtyard garden
Enrollment numbers 323. Budget was 340.
Tuition cost comparisons- We are not the lowest or highest in the area.
Marathon \$100/ child is required at St. John's. This is low. Many other schools require \$150.
Do we continue to do Marathon or create a "Care-a-thon" which includes service projects.
School Budget Subcommittee met. 2 reps from SAC, 2 reps from Finance. It is the first pass at the budget. The subcommittee made a recommendation to Finance Commission. Tuition needs to be confirmed and publicized by Catholic Schools Week in January.

PLC Action needed if any:

Stewardship & Evangelization - Pat

Topics presented: Parish Mission- Planned from beginning to end.
Stewardship & Evangelization- What is their role with hospitality with new Volunteer coordinator and Hospitality Coordinator?
Leadership Breakfast- People in Leadership is the face of the Church for others.
Updated constitution and bylaws
Stewardship Workshop and Hospitality Webinar.

PLC Action needed if any:

Administrative Services Commission - Larry

Topics presented: Ad Hoc Committees were formed for various projects.
Priority is the vertical windows in the church. The windows leak and are original to the church (1968)
There is a heating leak in the church. The leaking glycol and water is a cost.
School Kitchen Floor Drain- has a leak and this repair is expected to take multiple days. May need to be done over Christmas break.
Carpet bids for St. Joseph Hall are being reviewed.
Signage for campus was reviewed. Looking to recruit Chuck who did original signage
Columbarium project to involve Cemetery Committee
City of New Brighton and MN DOT planning to do construction and road repair on all streets surrounding St. John's during summer 2015. Scheduled from June to September.
Catholic Mutual report on Abatement reviewed

PLC Action needed if any:

Parish Administrators Report - Alan

Discussion: See attached. Volunteer coordinator hired for 10 hours /week. Rita to join staff Monday, Oct. 20. 5hours added to Patty's hours to coordinate weekend hospitality piece.
Groups and Committees to host hospitality. Not just put out doughnuts. Groups will have bulletin blurbs promoting themselves as well as announcements at mass that they are hospitality sponsors. Responsible for greeting at Mass, provide an opportunity to promote events and programs.

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Columbarium – Finance commission thinks this project is do-able. Need an ad hoc committee with representatives from Arts and Environment, Worship, Cemetery and Admin Services Commission.
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How to determine the FallFest project- FallFest funds have generally been used for capital improvements. The projects generally fall in to an area defined by the Arts and Environment group or the Administrative Services commission. Both groups will be asked to recommend a project to Fr. Skluzacek in April or May for consideration for FallFest Funding.

Rediscover event was great!

Conclusion/Action:

Pastors Report

Discussion: St. John's hosted an Archdiocesan Healing Mass in September. Bishop Cozzens spoke to 200 people. Many from outside of our parish.
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Reason for hope- Fr. Skluzacek spoke to the 2 nd year seminarians. They are very good men and a reason for hope for the diocese.

Conclusion/Action: Invite 7 people to Parish Mission.
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Blue Sky

Discussion: N/A

Conclusion/Action:

Next Meeting: Wednesday November 19th 2014

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