

# Saint John the Baptist - Pastoral Leadership Council

## Monthly Meeting Agenda / Minutes

<b>Date:</b>	Tuesday, October 17, 2017	<b>Time:</b>	7:35 pm
<b>Secretary:</b>	Teri Shea- Present	<b>Chair:</b>	Larry V- Present
<b>MAL:</b>	Stephanie W- Present	<b>Vice-Chair:</b>	Steve B- Present

Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present
Mark Dittman	X	Larry J	A	Dave	X	Gary	X
Father Skluzacek	X	Neil	X	Jeanne	X	Marian	A
Father Shovelain	X	Michelle	X	Dea	A		
		Lesia		Rose Ann	A		

**Guest(s) & Purpose:** Cary- Sub for ASC Rep, Pat- sub for Worship Commission Rep

### 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 Meeting called to order at 7:50pm**

1. Opening Prayer- Fr. Skluzacek
2. Opening Comments- *PLC Rep to report highlights of Commission Meetings.*
3. Remember to report how your commission will be living our new parish mission.

**Administrative Services Commission – Cary**

*Church Heating System- Ongoing loss of fluids; it is expensive and complicated to find and repair leak.  
 Bell Tower- Received bids to do repair. Bids ranged from \$16,300- \$36,800. Awarded project to \$16,300 bidder. Project to be completed in Spring 2018  
 Rectory Heat- Project completed, needs some fine tuning. Weather has been too warm to assure project has repaired overheating issues.  
 Church Doors- need maintenance on the east side entrance. No replacement needed.  
 Campus Sidewalks- questions on slipperiness of surface. A good quality sealant was applied.  
 Sculpture Garden- Drainage is an ongoing problem. Bid requested on repair  
 Church Windows- Three companies reviewed windows and asked to bid on project. One company backed out.  
 One bid was to replace a number of windows (East side- \$49,000, West side- \$49,000, South side- \$87,000). One bid was to repair panes of glass and allow for trial to repair more windows. (Replace panes of glass on two broken windows, \$4000.) Discussion within ASC on methodology of installation process.  
 Implementation of new Mission Statement within ASC- Ran out of time for discussion at meeting.  
 Commission will “keep the place running”.*

**Evangelization and Stewardship Commission- Neil**

*Commission is at full membership. Newest Member from younger demographic  
 Mission Statement Implementation was discussed. The commission will brainstorm ideas.  
 This will be main topic for November meeting  
 Recommendation for a hand out at Christmas – (Brochure was passed around) Brochure includes a welcome, a guide to Mass with explanation of rites for guests. Consider putting in pews for visitors  
 No Turkey Dinner was announced to E & S. Communication should be earlier so advocates can keep it going*

**Faith Formation Commission – Michelle**

*FF Commission plans for living the new Mission Statement-*

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*Connect people with common interests, Parish App?*

*-Events that aren't religious, less intimidating to get people connected.... brewery tour, movie night*

*-Bible Studies (spiritual and Intellectual*

*Human Formation (Speakers on Funeral planning/ financial planning)*

*Pastoral Formation-(Catechist Training, Small Group, Intercessory prayer training)*

*Continue joint activities with School (All Saints Party, Egg Hunt etc.)*

*Live report from Mary Kohlhaas- Family Formation Coordinator*

*Family Formation- One lesson done at SJB, other three lessons done at home*

*Monthly meeting begins with Mass at 5:30, eat at SJB, kids go to class, and parents meet in St. Joseph Hall and get a speaker. Parents are given a packet to go home with family. The responsibility of passing the faith is put in the parents' hands.*

*First night- was a full house in St. Joseph hall. Numbers are great. Still need one catechist for 4<sup>th</sup> grade, if interested, please contact Mary. Feedback from parent who has loved doing the lessons are home, gives a building block to where to start to discuss faith at home.*

*Adam was at our meeting and said the kids come to him much more informed since switching to Family Formation.*

*All Adults are welcome to Formation part of the session from 7:00- 7:30 in St. Joseph hall. Next month's presenter is Deacon Gary on the Creed, on November 8.*

*Discussion on a survey to create groups/ clubs by common interests: Outdoors, cooking, sports, movies, travel, etc. Proposal coming soon!*

*Trick or Treat All Saints Party October 25. Bring family or sponsor a table.*

### **Finance Commission – Gary**

1. Marian Briggs and I will be sharing PLC rep duties for Finance this year.
2. Let me wrap up last year first. During the May and June meetings, I assured you we would finish the fiscal year comfortably in the black. I was half right. We did finish in the black, by \$1,800 – far from a comfortable cushion. Over the last 2 months of the year, Sunday Giving was below and expenses were above where we thought they would be. We did have a summary of the results for the year in the bulletin recently and it will also be in the guidebook. Let us know if there are questions.
3. We're now 3 months into the new fiscal year. Unfortunately, we're not off to a great start. Sunday Giving is running slightly behind both last year and budget while expenses, at least so far, are up from both last year and budget. It's early yet, but we will be closely monitoring those results.
4. Capital reserves are another area of focus. Not the OSMG capital pledges, which are used to pay down our mortgage – I'm referring to the funds we have available for capital repairs and updates. The projects we really have to do – windows, bell tower, etc. – will put a strain on our capital resources. At least in the short term, that means we need to be cautious with optional capital projects – the “want to's” rather than the “have-to's”.
5. As far as how we will support our new mission, our charge is to ensure St John's stays financially strong. By doing that, hopefully the parish is able to continue to live out its mission for many years to come. Certainly, during the year, we will keep the mission front and center in our decision-making process. We plan to print the mission on our agenda each month to remind us to do that.

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### **Parish Groups and Activities Commission – Dave**

Gardeners- Ivy on exterior of church is Boston ivy which is not a problem. Looking for way to level drainage basin in sculpture garden.

No Turkey dinner this year. Aunties Attic will be the first weekend in November.

All Saints Party- October 25 PG&A will host a table.

Library is looking for an IT person to set up library access for card catalogue system through the parish website.

Revised the mission Statement for the Parish Groups and Activities to incorporate GO. MAKE. TEACH. Bring it down to the groups under the PG&A

### **Parish Outreach Commission – Jeanne**

Five members on POC- need new members, recommendations requested

Review matrix of ministries. Deacon Rod will provide contact names for each ministry

Partners in Mission has been broken up into the following ministries:

Building Bridges, Liberia- Africa

Partners of the Poor- East Asia

Partners 4 Hope, Tanzania- Africa

Catholic Missions of Haiti- Caribbean

POC Mission Statement is in line with new parish mission statement

Annual sock and Underwear drive approved for collection in November

World Mission Sunday- Three tables

### **School Advisory Commission – No Rep**

No report

### **Worship Commission – Pat**

Worship Commission discussed plans for 50<sup>th</sup> anniversary of Church

Events planned for year beginning Feast of St. John the Baptist in June 2018 through Feast of St. John the Baptist 2019

Events that could be enhanced for celebration of the 50<sup>th</sup> anniversary include:

Vespers

Marathon

FallFest

Gala

Catholic school Week Tie-in

Mardi Gras

Closing Mass with Archbishop Hebda followed by dinner

Steering Committee Needed- commission members invited to participate. Worship commission asks all PLC reps to bring the request back to their commission and have commission provide one member for 50<sup>th</sup> anniversary steering committee from their roster or from one of their umbrella organizations.

Worship submitting recommendation for Hearing Loop and for addition of railings in church

Worship Commission is working with Flock Notes a communication tool. Worship commission is using it to communicate with volunteers.

Worship Commissions Constitution and Bylaws under review as well as Worship Commission Mission Statement.

How to live the new Parish Mission Statement will be reviewed Next Month.

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### **Items for Further Discussion**

1. Hearing Loop- Estimated cost \$23,000. Submitted to Finance Commission and ASC
2. Railings- ASC is working on railings for East entrance and walk way to rectory railing
3. Response time to proposals discussed- Is 30 days enough time for response from Commissions. Mark clarified that a response is not necessarily a resolution to the proposal.

### **Parish Administrator's Report – Mark**

*Please see written report attached.*

*Director of Maintenance applications close on Friday, October 20. Hope to interview the next week.*

### **Pastor's Report- Fr. Skluzacek**

*Welcome Back to Deacon Rod who is coming back slowly to his position after illness.*

*Archdiocese Clergy Study Day held at St. John's last week- presentations were on Reclaiming Sunday and underscored the scope of the problem. Amazing Parish Program emphasizes the "Sunday Experience". Vision is Sunday is a day to worship the Lord.*

*This Sunday is a Vocations Promotion Weekend. Several religious communities, the St. Paul seminary and a Holy Marriage group will be available in the plaza to encourage vocations in our community.*

*Parishioner, Matt Maile is a 1<sup>st</sup> year Theologian. Please keep him in prayer. Support from the home parish is important for seminarians.*

*Parishioners, Cary Becker and Jim O'Brien were recognized for their work with Abria Life Center. Jim O'Brien designed the facility which was built by Cary Becker's company.*

*Fr. Skluzacek is leaving for Africa in two weeks for the dedication of the Church of St. John the Baptist in Ngujini, Tanzania. The church was built through the generosity of our parishioners.*

### **Additional Comments**

*Beatification of Fr. Stanley Rother was held in Oklahoma City in September. Video of the event is available on YouTube. Blessed Father Stanley Rother was born in 1935, ordained in 1963, became missionary in 1968. Blessed Father Stanley Rother served in Guatemala and was murdered in his rectory in July 1981. .*

### **Closing Meeting - Larry**

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

**2017-2018 Meetings - Tuesdays**  
**Oct 17, Nov. 21, Dec. 12, Jan. 23,**  
**Feb 20, March 20, April 17, May 15, Jun 5**