

**Saint John the Baptist –  
Pastoral Outreach Commission  
Monthly Meeting Minutes**

<b>Date:</b>	March 16, 2016	<b>Recorder:</b>	Michelle Chock	<b>Chair:</b>	Stephanie C.
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Member/Attendee	Present	Member/Attendee	Present
Stephanie C.	Yes	Deacon Rod Palmer	No
Matt G.	Yes	Jacque S.	Yes
Leonard H.	No	Mike S.	Yes
Jeanne S.	Yes	Brandon Z.	No
Tom L.	Yes		

**Minutes**

**Opening Prayer**

**Opening Comments & Agenda Review**

Discussion: None
<b>Conclusion/Action: No changes.</b>

**PLC Feedback - Matt**

Discussion: Sunday is giving down
<b>Conclusion/Action: None</b>

**Review Member Terms & Expected Vacancies**

<p>Discussion: By-laws state 9 Commission Members will serve 3-year staggered terms &amp; can serve a limit of 2 consecutive terms.</p> <ul style="list-style-type: none"> <li>• Stephanie C.: completing 1<sup>st</sup> term, renewing?</li> <li>• Matt G.: completing 1<sup>st</sup> term, renewing?</li> <li>• Jacque S.: completing 2<sup>nd</sup> term, renewing?</li> <li>• Mike S.: 1 year remaining on 1<sup>st</sup> term</li> <li>• Brandon Z.: 1 year remaining on 2<sup>nd</sup> term</li> <li>• Leonard H.: 1 year remaining on 1<sup>st</sup> term</li> <li>• Tom L.: 2 years remaining on 1<sup>st</sup> term</li> <li>• Jeanne S.: 2 years remaining on 1<sup>st</sup> term</li> </ul>
<p><b>Conclusion/Action: We are down one member already. The 3 members completing their term are undecided about renewing. We will potentially need 4 new members in the fall.</b></p>

**Review 2015-2016 Goals**

<p>2015-2016 Goals/Discussion:</p> <ul style="list-style-type: none"> <li>• Work with Center for Mission to clarify what ministries we support &amp; create guidelines for new ministries i.e. parameters for ministries to fall under Pastoral Outreach, review process, trial period. <ul style="list-style-type: none"> <li>○ Create a matrix of ministry categorizations. <b>Done. Will update as we learn more.</b></li> <li>○ Review guidelines (Pat's document) and update for committee use. <b>In process. We will likely keep document as is and modify it as needed.</b></li> <li>○ Condense Mission in Parish Life Workshop bullet points. <b>In process.</b></li> </ul> </li> <li>• Explore ways to increase parishioners' awareness of pastoral care &amp; social mission ministries.</li> </ul>
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<ul style="list-style-type: none"> <li>○ Hospitality? <b>Yes, likely in May with Maternity Closet. Jacquie will contact Patty.</b></li> <li>○ <b>Discussed creating:</b> <ul style="list-style-type: none"> <li>▪ <b>A volunteer interest/signup sheet to use during hospitality &amp; available in a kiosk.</b></li> <li>▪ <b>Bulletin blurbs to highlight ministries.</b></li> <li>▪ <b>A PowerPoint with a photo and short description of each ministry.</b></li> </ul> </li> <li>● Explore ways to educate parishioners on the Church’s rich social teaching. <b>Stephanie will explore options with Catholic Charities Office for Social Justice.</b></li> </ul>
<b>Conclusion/Action: Refer to bolded text above.</b>

**Ministry Categorization Matrix & Ministry Wrap up**

Discussion: Matrix continues to be updated as we learn more about each ministry
<b>Conclusion/Action: Mike will invite the leader of the Prayer Line and Jacquie will invite Judy Quale from Birthright to come to a upcoming commission meeting</b>

**Ministry Updates**

Discussion: <ul style="list-style-type: none"> <li>● Families Moving Forward - <b>Four new coordinators have met and will work with Rosie for April &amp; October hosting weekends.</b></li> <li>● Partners in Mission – <b>Per guidelines, we will need to review ministry objectives &amp; activities.</b></li> <li>● Others</li> </ul>
<b>Conclusion/Action: Refer to bolded text above.</b>

**Committee’s Role & Ministry Criteria/Guidelines**

Goal/Discussion: Review Pat’s document with Leonard’s updates. Other updates or missing items?
<b>Conclusion/Action: Re: Feed My Starving Children, Tom stated we followed guidelines and they are effective. We will discuss the guidelines more during upcoming meetings.</b>

**Blue Sky – Open Discussion**

Discussion: Greeters needed.
<b>Conclusion/Action: Greeters for church are needed at all Easter Masses. Please come early.</b>

**Closing Prayer**

**2015-2016 meeting dates:**

Sept 16, Oct 21, Nov 18, Dec 9, Jan 20, Feb 17, Mar 16, Apr 20, May 18 and Jun 8.