

# Saint John the Baptist – Stewardship & Evangelization Commission

## March 16, 2016 Meeting Minutes

<b>Date:</b>	March 16, 2016	<b>Time:</b>	6:30 pm (Mass at 5:30, Dinner at 6:00)
<b>Chair/ Vice Chair</b>	Larry V. Linda H.	<b>Location:</b>	St John's
<b>Recorder:</b>	Marie C. (Backup: Brandon D.)	<b>PLC Rep:</b>	Gloria B.

Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present
Brandon D.	X	Dan K.	X	Deacon Gary	X		
Engracia H.	X	Neil S.	X	Linda H.	X		
Marie C.	X	Gloria B.	X	Larry V.	X		
<b>Staff Representative:</b>	Deacon Gary Schneider						
<b>Guest(s) &amp; Purpose:</b>							

**Opening Prayer** led by Deacon Gary.

### Administrative Activities

- There was a discussion on the function, purpose, and scope of activities of the S&E Commission and its role as an advisory vs. action/doing commission.
- Approved Minutes of February 19, 2016 unanimously.
- PLC Report was reviewed before the meeting. No discussion.
- PLC Rep Report from Linda & Gloria – there was some discussion on how to bring things up and report things to the PLC. A new way of clearly reporting up to the PLC will be implemented beginning in March 2016.
- Engracia H. will shadow Gloria B. for another month before deciding on being the PLC back-up.
- The S&E Communication Form was approved. This will help the commission communicate clearly our topics for further discussion at the PLC.
- New Member Recruiting – Commission “job” description will be written by Linda and will include some language about needing people with knowledge regarding legacy giving and stewardship. Larry V and Linda H shared some good ideas about recruiting people based on their interests first Larry V, Marie C, and Dan K. will be going off the Commission in June. ***ACTION: LINDA H> will draft a job description and circulate to commission members prior to the April commission meeting.***

### Stewardship Activities:

- **Prayer Initiative.** Brandon and Neil provided a summary List of Prayer Ideas prior to the meeting. The group then discussed implementing the ideas and will **communicate this to the PLC**. The prayer ideas should be easily and quickly implemented. The various ideas are all flexible and adaptable. Fr. S has seen the ideas and agreed that portions of his emails could be changed to be devoted specifically to prayer. An education/how to pray method will also be encouraged. ***ACTION: NEIL S. will draft a summary of our Prayer Initiative (put into the Communication Form to the PLC), reviewed by the S&E commission, and then sent to Gloria B and Engracia H. as a proposal at the April PLC meeting.***
- Business Administrator’s Report will be reviewed individually by each member.
- **Update on the Catholic Services Appeal (CSA)** - Larry V gave a status update of the CSA to the S&E and we will **communicate this to the PLC**. The counting of the gifts for the 2016 CSA is a detailed process, and performed by a separate group of the Archdiocese and takes longer than expected due to the volume of receipts from all parishes.. Thus, there is a lag in getting all the donations counted, checks cashed, etc.
- **Legacy Committee** – Linda & Larry attended the recent Legacy committee meeting. There will likely be a seminar in June re: Legacy giving to the church and various ways to give during and after retirement and with tax savings as well. Gloria B will **communicate this to the PLC**.

### Evangelization Activities

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- **New Parishioner Welcome** – the S&E recommends Mass Introductions should be done at the very beginning / prior to the start of mass, delivered by the cantor or equivalent, and right after everyone is reminded to silence their cell phones. Desired start date is Palm Sunday, 2016 and S&E will **communicate this to the PLC**.
- **USCCB Goals** – Larry V mentioned there are USCCB goals that focus on evangelization and stewardship and that perhaps our goals should reference those of the USCCB and Fr. S.
- **Hospitality** – Linda H led a discussion on Hospitality logistics. Large groups can successfully host Hospitality because there is a lot of work involved in the set up and serving alone, so much so that promoting your mission/commission is only possible if there are numerous people available to help. ***ACTION: ALL WILL THINK OF WAYS FOR SMALLER GROUPS/MISSIONS/COMMISSIONS TO PROMOTE THEMSELVES AND SIMULTANEOUSLY HOST HOSPITALITY.***
- **Men's Conference** – “Watchman” – This was a well-attended event by men in the archdiocese (~1700 attendees). Deacon Gary explained that an extension of this at SJB is the Men's Fellowship group and the focus is on men sharing and growing in their faith enthusiastically.
- **Parish Mission** – the S&E commission's previous discussions on the Parish Mission still needs to be **communicated to the PLC**.

### New Business

- **Give by Kiosks** - Mark D asked our commission to review the idea of a Giving Kiosk where people can swipe their credit card to give to their church right as they walk into the church. A copy of the Giving Kiosk info was circulated to all. ***ACTION: ALL S&E MEMBERS WILL PROVIDE FEEDBACK ON THIS IDEA TO LINDA H. AND SHE AND LARRY V. WILL RELAY THOSE IDEAS TO MARK D.***
- **Ministry Reporting and Ministry Requests** – Linda H. will be asking the ministries to think of new ways/better ways to achieve their mission. Additionally, these ideas will be put into some form of regular communication to the S&E so that S&E can be not only informed but also supportive and inviting to the ideas and suggestions of the ministries that report to the S&E commission. Gloria B. mentioned that associating names and faces of the people leading all the Ministries (Welcome, Legacy, ALPHA, Shepherd's Little Flocks) and Committees (Nominating, By-Laws, Parish Mission, Hospitality after Mass, Ministry Fair) would be beneficial.
- **Operating Budget/Deficits & Electronic Giving** – Larry V asked us to **communicate to the PLC** that a better effort should be made to educate the parish on the operating budget/deficits and giving overall.
- **Chapel of the Angels Air-flow** – Larry V asked us to **communicate to the PLC** the air-flow issues in the chapel.
- **Parish Communications:** Correspondence mailed to parishioners for Christmas and Holy Week included a call for money. Neil S. made the comment that some parishioners feel the only time the parish sends communications, in the form of personal mail, is when there is a request for more donations. The question was asked if there could be other personal mail that could focus on spiritual nourishing and evangelization without an underlying call for more money.

**Closing Prayer** – led by Deacon Gary and meeting adjourned at 7:30 PM.