

Saint John the Baptist – Evangelization & Stewardship Commission

Meeting Agenda/Minutes

Date:	March 20, 2018	Time:	5:30pm Dinner; 6:05pm Prayer; 6:35pm Commission Meetings, 7:45pm PLC Meeting
Chair/ Vice Chair	Linda Harmon Charlie Nickoloff	Location:	St. John's
Recorder:	Brandon Delbow	PLC Rep:	Neil Steffl

Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present
Brandon D.	X	Linda H.	X	Jim S.	X		
Kathryn H.	A	Charlie N.	A	Neil S.	X		
Mark H.	X	Kate A.	X	Naomi H.	X		
Staff Representative:	Deacon Gary S.						
Guest(s) & Purpose:	Father Skluzacek						

Parish Mission: GO. MAKE. TEACH.

Opening Prayer

- 1) Deacon Gary opened the meeting in prayer.

Administrative Activities

- 1) Neil S. motioned to approve the minutes from the March 2018 meeting; Mark H. seconded. No discussion. E&S March 2018 Meeting Minutes were approved unanimously.
- 2) Commission members were once again reminded and encouraged to look over PLC meeting minutes each month. Curiosity was raised about the absence of posted minutes from some commissions and thus about the importance of taking minutes.
- 3) The PBA report was opened up for comments. There were inquiries about sharing parish census results. Specifically, how many forms were sent, how many received back to-date, etc.
- 4) E&S Commission formally welcomed new member Naomi Huray.
- 5) On recruiting members to E&S, it was noted that requests have been sent to leadership to help find a school parent willing to serve. The value of a school family perspective was again stressed.

Father Skluzacek

- 1) "Job description for hospitality greeters" was distributed.
- 2) Father enlisted help from E&S to find people to be greeters and to help develop/implement training.
 - a. Hospitality, an extension and committee of Evangelization, has been identified as one of the main thrusts to live out the new mission, as part of the Sunday experience, with the ultimate goal of not only bringing new people into our parish but helping all who enter onto the path of discipleship.
 - b. Goals of this initiative were identified; they include: covering every entrance at every mass, inviting all who walk through the doors to deepen faith and walk with them, and to start small and simple.
 - c. Ministry Pro was identified as a possible recruitment and communication tool for volunteers. There were questions about staff direction and who would champion this.
 - d. Use of Ministry Pro to recruit/communicate volunteers. Question about staff direction – who champions this? Assistance could come from E&S.
- 3) Flyer for greeter ministry from St. Patrick's in Oak Grove was passed around.
 - a. Father expressed the importance of being intentional and finding individuals with a charism of hospitality.
- 4) Discussion:
 - a. Members shared invitation stories from other area religious institutions.

Saint John the Baptist – Evangelization & Stewardship Commission

Meeting Agenda/Minutes

- b. Participation of regular mass attendees in greeting, without training, was noted. Questions about potential areas for greeter training were then raised, as members wondered about when to enter mass and how to care for those arriving late.
 - c. Specific people were identified as a helpful resource in managing and visibility for volunteers.
 - d. Members expressed value in having special training for those greeting at the side doors and wondered what the specific charisms for this job description, as defined by “Called and Gifted” are.
 - e. Additional questions about distributing parish information were raised as well, especially with only a couple seconds to interact before mass and being sensitive about gauging who is new (or not new). Ideas about a formal welcome from ushers were shared.
 - f. There was one final question about which commission ultimately has jurisdiction over the new hospitality greeters, and it was determined that the initiative, at least for now, will be assisted by E&S, to perhaps cross paths with other commissions, such as Worship.
- 5) **ACTION: If you know of people who fit the “hospitality greeter” job description, directly email names to either Adam Roeble or Father Skluzacek.**
- 6) Probable next steps were identified: to create a subcommittee to help Rita A., with the help of Neil S., and to initiate a training session with Adam Roeble.

Evangelization Activities

- 1) Neil S. provided an update on the Reaching SJB Inactive initiative.
 - a. Deacon Gary first shared that staff liked the idea but the training aspect came up. A practical next step would be to systematically categorize/identify inactive (metered by Terry Blaziak and the recent census) and then hold training.
 - b. Neil S. and Deacon Gary will be corresponding to work out next steps, which include staffing, training, and rollout.
 - c. Members offered feedback about immediate pastoral follow-up and using this as an opportunity to answer questions or meet needs of inactive. This raised a larger question about E&S’s potential input on any/all outward communication.
- 2) Members were invited to 5/24/18 Diocesan Spring Formation Day and told the parish would help with the fee.

Stewardship Activities

- 1) On the question of “Stewardship: A Disciples Response,” Deacon Gary shared that SJB does not have copies but that the document is still published, printed, and sold. E&S determined to work it out to request copies by means of leadership.
- 2) Financial report (Jim S.): no report.
- 3) There was a discussion about “how we do church” and the sharing of certain figures from sacraments received at SJB. It was noted that these figures are easily enough obtained, but questions remained about how to disseminate the figures.
 - a. Linda H. shared that Mark D. is looking for help in putting together the “report.”
 - b. **ACTION: Each E&S member will think about what should be included in this report and what it could look like. They will send their thoughts to Linda H. prior to the April meeting.**
- 4) The outcome of the “Wines to Wishes” fundraising event, approximately \$70k raised, was shared.
- 5) Mark H. provided a quick update on Stewardship & Development. He expressed that one candidate is to be interviewed but there is no definitive timetable to hiring a director, as they will wait for a good fit.

Saint John the Baptist – Evangelization & Stewardship Commission

Meeting Agenda/Minutes

- a. Members inquired about how E&S can help the future director be successful.

Ministry Reports

- 1) On ALPHA, Neil S. debriefed E&S about a recent conference call and pointed out some key differences between Amazing Parish and ALPHA.
- 2) Charismata/Intercessory/Living the Divine Will: no update.
- 3) New Parishioner Welcome: no update.
- 4) Kate A. provided an update on Weekly Prayer, stating that the transition has gone really well. Additional writers are being sought. E&S resolved to think more intently about this at a later meeting.

Committee Reports

- 1) Updates or changes in copies of constitution and bylaws are due now to PLC.
- 2) Jim S., on Nominating, announced that the officer slate for 2018-2019 is still open and that a proposed roster is due next month.
 - a. Linda H. expressed intent for someone to take over the chair position or to shadow.
 - b. The end of Brandon D.'s term was announced.
- 3) Hospitality: it was shared that Steve Fierro is now on staff. Brandon D. will reach out and connect on behalf of E&S.
- 4) Legacy: development position update (see Stewardship Activities).
- 5) One Spirit Many Gifts:
 - a. Stewardship renewal happens in November and a subcommittee is to be organized to help Mark D.
 - b. Deacon G. will connect with Mark D. to clarify about the renewal and E&S involvement.

New Business - none

Staff Report - No update, aside from earlier reports.

Closing Prayer - Deacon Gary closed the meeting in prayer.

Ministries: New Parishioner Welcome, Legacy, ALPHA, Prayer Section in Father Skluzacek's weekly e-mail

Committees: Nominating, By-Laws, Hospitality after Mass

Future Meeting Dates: 4/17; 5/15; 6/5