

# Saint John the Baptist – Evangelization & Stewardship Commission

## Meeting Minutes

<b>Date:</b>	April 9, 2019	<b>Time:</b>	6:35-7:40 pm (Mass 5:30; Dinner 6:05)
<b>Chair/ Vice Chair</b>	Linda Harmon Charlie Nickoloff	<b>Location:</b>	St. John's
<b>Recorder:</b>	TBD	<b>PLC Rep:</b>	Neil Steffl

Member	Present	Member	Present	Member	Present	Member	Present
Linda Harmon	X	Kate Anderson		Mark Haidet	X		
Neil Steffl	X	Charlie Nickoloff	X	Open			
Melissa Strunc	X	Jim Smith	X	Open			
<b>Staff Representative:</b>	Bret Sutton						
<b>Guest(s) &amp; Purpose:</b>	Benjamin (seminarian) – observing meeting						

### Parish Mission: GO. MAKE. TEACH

#### 6:35 Opening Prayer

##### Administrative:

- E&S Minutes – March minutes approved with comment noted that there are 8 total endowments approved by the parish and 4 are currently funded with Catholic Community Foundation (CCF)
- PLC Minutes & PBA Report –Regarding 2019/2020 Budget:
  - Could there be an on-going list of needs that are not provided for in the budget but could be available for parishioners or friends of St. John's to fund? Similar to the annual wish list at Christmas except this is an on-going list of smaller needs.
  - Brett to prepare talking points for Father to speak/communicate the financial needs to the parish at large at Mass. Suggested that more transparency of information be made to the parish in Fr.'s Email and bulletin including corroborative non-financial information like the current number of parishioners relative to prior periods.
- 2019-2020: Chair, Vice-chair, Recorder, PLC Rep. Start thinking about who will fill these positions.
- Membership – We will focus our efforts to fill the two open positions so as to start the next parish year at full commission membership.

##### Goals

- Welcome to our Church and Mass Guide Booklet: (CN & KA) - No action
  - (2/11/19) Propose: Forward to Faith Formation Commission(?).
- Census Data/Reconnecting: “reaching out to those absent” initiative (NS) See separate preliminary report attached.
- Financial Giving Workshops: (LH) Deferred to FYE 2020 goal.

##### Evangelization

- Evangelizing Card/website: Katie Blegen was suggested as a possibility for helping with the card design. Looking for a project champion. There is a donor to cover cost of card. **ACTION:** Bret Sutton will initiate message to connect Linda Harmon with Katie Blegen.

##### Stewardship: Prayer, Service, Annual/Capital Giving, Legacy

- OSMG: Status of follow-up calls for non-responders (BS) Follow-up is ongoing.
- OSMG: Status of pledge form/improvements (BS). Bret will coordinate a meeting to discuss the 2020 form, cost, use of electronic media, better tracking and more cost-effective process. **ACTION:** Bret will determine next steps for planning and involvement of E&S members.
- OSMG: Pay-down status. (BS) The debt is expected to be paid-off by the June 22<sup>nd</sup> anniversary.

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### Ministry Reports/Committee Reports: Updates

- Ministry/Committee Liaison Chart – Attached.
- New Member Welcome task force - No report
- Bylaws – Open: Update for ministry additions/changes
- Hospitality and Funeral Hospitality – Open: Clarify role of E&S commission. **ACTION:** Bret to initiate follow-up with staff leads for further description of these committees to be forwarded to Linda Harmon prior to May commission meeting.

**Staff Report** (Bret Sutton) included in above topics.

### New Business

- Develop goals for next year and recruit two members. **ACTION:** 1) Linda Harmon to draft E&S announcement for new members. 2) All members forward ideas for 2020 E&S goals 3) All members forward suggested E&S candidates to Linda Harmon for May meeting discussion.
- New endowment funded for Pastoral Care and Outreach held with Catholic Community Foundation (CCF). Initial donor-funding of \$25,000 and matched by CCF for a total of \$50,000.

7:35 **Closing Prayer**

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### ACTION SUMMARY For April, 9, 2019

- **ACTION:** Bret Sutton will initiate message to connect Linda H. with Katie Blegen. (Evangelization)
- **ACTION:** Bret will determine next steps for planning and involvement of E&S members. (Stewardship)
- **ACTION:** Bret to initiate follow-up with staff leads for further description of these committees to be forwarded to Linda Harmon prior to May commission meeting. (Ministry/Committee Reports)
- **ACTION:** 1) Linda H. draft E&S announcement for new members. 2) All members forward ideas for 2020 E&S goals 3) All members forward suggested E&S candidates to Linda H. for May meeting discussion. (New Business)

Ministries: New Parishioner Welcome, ALPHA, Living in the Divine Will Prayer; Weekly E-mail Prayer

**Committees:** Nominating, By-Laws, Hospitality after Mass, Funeral Hospitality

**Future Meeting Dates:** 5/14; 6/11