

# Saint John the Baptist - Pastoral Leadership Council

## Monthly Meeting Agenda / Minutes

<b>Date:</b>	Tuesday, November 20, 2018	<b>Time:</b>	7:45 pm
<b>Chair:</b>	Steve B.- present	<b>MAL:</b>	Josh W.- present
<b>Vice Chair:</b>	Stephanie W.- present	<b>Secretary:</b>	Teri S.- present

Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present
Mark Dittman	X	Larry J.	X	Ralph A.	X	Pat R.	X
Father Skluzacek	X	Neil S.	X	Dea J.	X	Gary H.	X
Father Shovelain	X	Michelle S.	X	Kathleen S.	X	Marian B.	X
<b>Guest(s) &amp; Purpose:</b>							

### Agenda:

<b>Dinner</b>	<b>5:30 pm – 6:00 pm</b>
<b>Prayer</b>	<b>6:05 pm – 6:30 pm</b>
<b>Commission Meetings</b>	<b>6:35 pm – 7:40 pm</b>
<b>PLC Meeting</b>	<b>7:45 pm – 8:45 pm</b>

### **Call Meeting to Order – Steve**

1. Opening Prayer – Fr. Skluzacek
2. Opening Comments
3. Discussion

### **Faith Formation Commission – Michelle**

Watchmen Live Presentation: Steven Fierro

- Faith must be lived out, not just church
- Broken into small groups; read book & discuss
- Trying to move the focus into a younger audience
- This year increased to about 60 men / month previously averaged about 50 men / month
- Want to reach school dads
- Worried how they will sustain after Fr. Shovelain leaves St. John's
- Couples night with devoted; bring a spouse to join

Hospitality on December 22-23 hosted by Faith Formation Commission

Saints Party over 200 kids, 25 ministries participated with tables

- PTO and ODM joined together for the event.
- Try to improve next year

Archdiocese Youth Day – 50 attended from SJB

RCIA Fall Retreat was well received... 35 attended

Human Person Series - 85 people registered.

Profit from Butter Braids \$1,759.60 (337 sold)

Advent Retreat - December 2<sup>nd</sup> 11:30am

Journey to the Inn - January 5<sup>th</sup> in the evening after the 4:30 Mass

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

Small group attended meeting tonight (4 members)

Josh was a guest

Grandparents Ministry added to the commission. Chair of the new ministry to be invited to attend next Commission Meeting.

Cemetery Gardening Volunteer job description in development

Large Flower Pots need to be replaced. Funding needed.

Liaisons discussion tabled until next meeting

FallFest committee is in need of new chairperson.

Steve, new PGA chair led the meeting.

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### **School Advisory Commission – Dea**

Give to the Max Day had \$910 in donations

Tuition Assistance drive - December 1<sup>st</sup>

Memorial for Sister Gwendolin - December 1<sup>st</sup>

Budgeting process is underway

5 families attended the Open House

1 new student begins December 1<sup>st</sup>

Kindergarten registration in January

Changes to preschool next year - 2 rates - one for preschool only; one for preschool with aftercare

Wines to Wishes planning underway

### **Parish Outreach Commission – Kathleen**

Three new members, Carole, Joe, Mikki

Discussion on the Foreign Missions

FMF is in need of a new parish coordinator volunteer. SJB is obligated for two weeks in 2019

Family Mission for Haiti coming in December

### **Worship Commission – Pat**

PLC report created concern that an energy audit was turned down. What was the scope? There is a concern about the clerestory windows, east / west windows.

50<sup>th</sup> anniversary- Fr. Joncas is presenting on January 20<sup>th</sup> on how Vatican II affected the architecture of our church.

Nick Markell is presenting on March 3<sup>rd</sup> on Visuals in the church - How do windows and statues in church speak to us.

Canopy installed over Baptistry through the generosity of benefactors. Votive candle will be hung from the canopy on festive days. Advent wreath will hang from it.

Picture book will be given to all families at the end of the anniversary year. Used for prospective donors.

Parishioners interested in placing a mosaic above the sanctuary. Plans are very preliminary.

The various shootings (in PA, Chicago hospital, etc.) have prompted concern about the status of the Safety and Security Committee.

Lector, EM, ushers training planned for a Saturday Night after Mass. Commission looking at dates in February before Ash Wednesday.

Choristers led by Carrie K. Grades 4-8 have 15 children. Additional feeder program started for grades 2-3.

This program was funded by a donor this year, needs to be included in next year's budget.

Greeter ministry - There is confusion among the "old" greeters and the "new" greeters. Matter needs to be addressed at a higher level.

Handicap Seating - proposal to remove one pew in the Handicapped area. Previous proposal is a lot of work.

Difficult weekend at Masses because of problems with the sound system. System is 23 years old. Estimate is \$150,000 for sound and ceiling. – Active item.

### **Finance Commission –Gary**

1. October was a financially challenging month. \$61,000 in the red for the month.
2. YTD basis Sunday Giving has now fallen below expectations: 4% behind last year, 7% behind budget
3. YTD deficit is \$152,000.
  - a. Expect to see a deficit at this point but not that large
  - b. Last year we were \$111,000 in the red at this point
4. With year-end and Christmas approaching, we should see surpluses the next two months (Nov. & Dec.) Those months will be critical in determining how we finish the year.
5. While still too early to project full year results with any accuracy, last year we finished with a \$78,000 deficit for year. At current pace, we would exceed that deficit for current year. But that certainly could change.

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6. On the good news front, we are going to be receiving an estate gift, think it will be about \$100,000. \$50,000 to the parish, \$50,000 for the school. Already a long list of ideas on how to spend.

### **Administrative Services Commission – Larry**

Security Cameras - A Grant has been applied for to offset the cost of this addition to the security system.

Upgrade of Building HVAC controls - installation will be completed next week.

Handicapped Seating in Church - Plan has been revised to remove one pew for improved access by those with walkers, canes, etc.

Woodwork on the Doors - Two bids have been received. Commission questioned security plans during work.

Work planned for Spring of 2019

Bathroom Makeover - 2 quotes received. Questions to be sent back to vendors.

LED - Various options available including self-funding. Commission prefers to work with a local vendor to upgrade campus to LED lights.

Rectory Gutters - One quote received. Estimated cost requires another bid for this project.

### **Evangelization and Stewardship Commission – Neil**

#### **Goals**

- E&S was short 3 positions. One new parishioner was encouraged to join our commission. She was our guest tonight, A second person is interested but had a prior commitment for tonight. If those invited join we will be full staff.
- Work continues on developing a Financial Giving Workshop.
- Two members will champion for our goal of creating a Welcome to our Church Mass Guide. The form for PLC project submission and approval will be submitted.
- Developing a “Calling Card” in association with the 50<sup>th</sup> Anniversary. It is to be used for evangelizing efforts and encouraging curiosity around our faith community.
- OSMG will record the non-financial pledges for prayers, service, and faith formation. Created a tracking system to capture pledges by category. Our desire is to determine how to encourage ongoing actual progress on their pledge. Not just a one and done.
- E&S endorses moving The Legacy Committee to the Finance Commission.

#### **Commission Items for Further Discussion**

1. Is there a commission that would oversee appropriate dress for Mass?
- 2.
- 3.

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

See PBA Report. Update on OSMG - 410 responses to date.

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

Teaching Parish Committee has been formed for seminarian, Ben Snyder. Twelve members are on the committee. First meeting next week.

All are encouraged to celebrate Advent; Parish has many activities planned.

50<sup>th</sup> Anniversary celebration includes tours of the church with the school children. Adults may be interested in attending a tour.

### **Additional Comments**

### **Closing Meeting - Steve**

1. Closing Comments

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2. Closing Prayer – Fr. Paul
3. Adjourn
4. The next PLC Meeting is scheduled for Tuesday, December 11, 2018