

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

Date:	Tuesday, December 11, 2018	Time:	7:45 pm
Chair:	Steve B.	MAL:	Josh W.
Vice Chair:	Stephanie W.	Secretary:	Teri S.

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

Agenda:

Mass	5:30 pm – 6:00 pm
Dinner	6:05 pm – 6:35 pm
Commission Meetings	6:40 pm – 7:45 pm
PLC Meeting	7:45 pm – 8:45 pm

Call Meeting to Order – Steve

1. Opening Prayer – Fr. Skluzacek
2. Opening Comments
3. Discussion
 - Cemetery Committee Annual Report to the PLC. Mark Dittman, Parish Business Administrator, and Gene Delaune, the chair of the Cemetery Committee which oversees the operations of our parish cemetery, will offer information and updates from the fiscal year ended, status of pending projects, etc. See attached.

Parish Groups and Activities Commission – Ralph

Fall Fest: New co-chair couples have stepped forward – John & Taylor Burns and Jim & Janice Treat.

Planters: The need for large planters for the Sculpture Garden is being revisited by the gardeners.

Primitimers: Requested the PGAC to submit a request to the Worship Commission to remove the yellow marker ribbons from the hymnals because it was so time-consuming to “unbraid” them every week. Request submitted to the PLC Chair.

Cemetery Gardener: Discussed the cemetery gardener leader position requested by the Cemetery Committee. The position description has been developed and sent to the Cemetery Committee.

Ongoing activity.

Ministry Liaisons: Worked on commission liaisons for the 24 ministries assigned the PGAC. Ongoing effort.

School Advisory Commission – Dea

Fr. Paul was a guest at this meeting.

School Calendar is in place for 2019-20. Preschool will follow same school schedule as the school.

A survey will be sent to parents in January.

Christmas program will be December 18th at 7pm. All are invited.

Proposed tuition and fees increase was sent to the Finance Commission for approval.

Increase in School enrollment is expected.

Promotion of the School with an electronic billboard will take place again this year. Last year’s billboard attracted a couple of families.

Wines to Wishes planning is underway. Please look for donation requests. All are invited.

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

Parish Outreach Commission – Kathleen

Request for Parish involvement in Habitat for Humanity.

The Parish Outreach Commission recommends continued participation with Families Moving Forward for 2020. Formal PLC Recommendation Form was submitted to the PLC Chair.

Worship Commission – Pat

Commission is working on getting new members to fill out the roster.

50th Anniversary Committee Report - Please see the attached. Special events featuring Fr. J. Michael Joncas and Nick Markell are scheduled for January 20th and March 3rd respectively.

Safety and Security Committee has activity planned for December and January. Implement training in the usher training workshop.

Lector, Eucharistic Ministers, Ushers workshop planned for a Saturday evening. Meal followed by training session.

Handicapped seating area is looking to finalize and implement a solution in the new year.

Proper apparel at Mass - Encourage Ministers to dress appropriately, leading by example. Remember you are in a house of worship in the presence of the Lord.

E & S Commission is recommending that the parish purchases and begins utilizing a new "Welcome to our Church Mass Guide". Worship Commission would like to offer input.

Finance Commission – Marian

Finance Commission approved School Tuition & Fees for 2019-20 school year. No financials for November due to earlier meeting date. Discussed various capital projects including the school fence (\$1,695); Cemetery Gate (\$1,495) out of Cemetery Fund, approved Gate for spring; restroom facelifts in the parish center, 3 levels (\$20,577) LED Lighting proposal. Listened to the Legacy Program presentation with Mark H. and Bret S.; we will discuss as a commission and decide whether to approve soon.

Administrative Services Commission – Tom

Guests presented LED Lighting proposal to the ASC. Proposal tabled. Projected costs would require 3 bids. Reviewed bids on exterior door refinishing. No security issues, doors would be refinished without removing. Revisiting proposal to rekey exterior doors; add a panel to gym doors to eliminate access issues after school hours.

Handicapped Seating area project is tabled for the time being.

Evangelization and Stewardship Commission – Neil

- E&S has completed the recommendation form for submission to the PLC requesting approval for the purchase of the "Welcome to our Church Mass Guide" to be used in our church, with RCIA and possibly in our school.
- E&S contributed to the changes made to the 2018 One Spirit Many Gifts (OSMG) form. We are most interested and looking for more analytical information on pledges received-to-date. E&S recommends a cross function meeting with the Finance Commission and any other interested commission to discuss how best to measure and interpret the results.
- One take away from the Archdiocese Formation Day was the impact of abuse on the victims and how it can last for many years. With that in mind, we need to be sensitive when we reach out to those who appear to be "inactive". It is possible that there could be someone who has suffered from abuse.
- While we realize new systems will have bugs, E&S members have gone on the new website and found that when we clicked on various links the links did not work.

Faith Formation Commission – Michelle

- Discussed homily and reflected on Father Paul's message on hospitality and all the various things he said that struck us.

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

- Discussed the desire to see more kids in school uniform at Mass... as a way to be more hospitable and bring unity between parish and school. Some said they'd be willing to give more money if they could see where their money is going by kids in the pew.
- Franciscan University Catechetical Institute - inexpensive online tracks that people can be trained in, from a library or resources, solid content. Starting with spiritual formation for staff (as they indicated a need for on a survey). Jessica feels it has important differences from any other program she has researched.
- Live presentation on Harry J. Flynn Catechetical Institute based in St. Paul. Great program to learn the truth of our faith taught by some of the best teachers in the world.
- Family Advent Retreat - 88 people attended. Lunch, breakout sessions, family adoration and family activities.
- First Reconciliation Retreat took place last weekend. First Reconciliation service this Saturday morning.
- Journey to the Inn - Saturday, January 5th after the 4:30 Mass. All ages welcome.
- New Series on the Sacraments, taught by Fr. Skluzacek, Fr. Paul and Jessica B.

Parish Administrator's Report – Mark

See report.

Pastor's Report

Fr. Skluzacek attended an Advent event with the Archbishop and fellow priests. The mood among the priests was notably lighter, likely attributable to the conclusion of the lawsuit and bankruptcy. The Archdiocese is starting a Lay Advisory Board, one member from each church in the diocese.

Fr. Paul Lafontaine, former Pastor at St. Charles Borromeo, passed away.

Additional Comments

Closing Meeting - Steve

1. Closing Comments
2. Closing Prayer – Fr. Paul
3. Adjourn
4. The next PLC Meeting is scheduled for Tuesday, January 15, 2019