

# Saint John the Baptist - Pastoral Leadership Council

## Monthly Meeting Agenda / Minutes

<b>Date:</b>	Tuesday, January 15, 2019	<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	Tom B.	X	Ralph A.	A	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>		Steve M- Sub for PGA rep					

### 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

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

Stephanie was a special guest to the meeting. The Tuition Assistance / Sr. Gwendolin Memorial Drive was well received with \$8,000 donated.

Catholic Schools Week begins with a kick off Mass on Jan. 27<sup>th</sup> and ends with Wines to Wishes on Feb. 2<sup>nd</sup>. Tuition Increase Rates for the 2019 - 2020 school year was approved.

Kindergarten and Preschool information and registration night is Thursday, January 17<sup>th</sup>.

Several new billboards advertising St. John's school are posted around the area.

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

Guest, Ed, attended the meeting seeking support from the St. John's community for "Holy Hammers" an affiliate of Habitat for Humanity. Group looking for interested people to work on a house for one week. Need 15-16 people per day. Work on the house begins mid-April – July. Sign up for interested people would be mid-March. St. John's could combine workers with other churches. Motion made and passed to allow promotion and recruitment of volunteers from the St. John's community.

POC vetted several missionary groups that were seeking support from St. John's. Mission groups must provide information about the mission to POC to solicit in the community. There has been some discrepancy with groups not approved by POC approaching other committees for assistance. Clarification of the policy is needed between groups.

### **Worship Commission – Pat**

50<sup>th</sup> Anniversary update: History exhibit - Panels with information about the parish from the 1950's to the construction of the new church edifice will be posted January 19<sup>th</sup>-20<sup>th</sup>. More panels will be added later in the year.

Fr. Joncas will give the first presentation in the speaker series this Sunday, January 20<sup>th</sup> at 1pm in the Church. Vatican II: Its effect on in the Architecture of the Church.

On March 3<sup>rd</sup>, Nick Markell will speak on the past 50 years of liturgical art.

Committee is working on getting Archbishop Hebda to do a congratulatory and invitation video.

Coming Events: 50 Year Club Spring Event, Golf Event, Oral Histories (working with the school on these), Pictorial Book (on track), Time Capsule (in progress), Closing Mass and Festival Dinner is scheduled for June 22<sup>nd</sup>.

# Saint John the Baptist - Pastoral Leadership Council

## Monthly Meeting Agenda / Minutes

Safety and Security Committee will meet January 17<sup>th</sup>. This committee will report to the Administrative Services Commission. This is the last report on this committee from the Worship Committee.

Training for Lectors, Eucharistic Ministers, Ushers, and Greeters will be after the 4:30 Mass on several Dates in February and March. This event will start with a dinner and conclude with a practicum.

Handicap Seating: Constituent groups going to get together to discuss.

Ribbons in the hymnals: Concern – Worship Commission is going to try pulpit and bulletin announcements to see if we can get some behavior changes. Worship Commission plans to revisit this issue in 4 - 6 weeks to determine if any other steps are needed.

Choir seating: Looking at the possibility of reconfiguring the seating area for the choir. The space is a challenge. Jay will work with a parishioner who is an architect to rework the space. Commission would follow the process but would like to get an idea of what the project may cost.

### **Finance Commission – Marian/Gary**

Commission reviewed the financials and projections for the balance of fiscal year. We are at a sizable deficit and recommend a focus on Sunday Giving. The commission also discussed and approved three capital projects. The commission discussed the receipt of two estate gives of \$65,000 each to the school and the church.

Tithing Committee funds social justice ministries. Committee reports to the Pastoral Outreach Commission. Funding is now coming directly from the operating budget.

### **Administrative Services Commission – Tom**

LED Project - waiting for second bid as required by commission for projects over designated amount.

Handicapped seating project has been tabled until further discussion by interested parties.

Bathroom refresh project - contractor approved by commission.

Refinishing of doors - contractor approved by commission.

Rectory Gutters - 2 bids have been submitted. Further conversation is needed to clarify details of the bids.

Security Cameras - Grant for funding is pending.

Fencing approved to eliminate trip hazard near playground equipment.

Read Naturally Room Reconfiguration - Commissions discussed options for the room based on structural limitations.

Installing windows on the confessionals - More information needed as to location and size of windows.

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

E&S Commission and the PLC approved the plan to Update Census Data and Reach Out to the Inactive. E&S will begin immediately.

OSMG: E&S is very interested in evaluating the effectiveness of this year's OSMG appeal. Thus we request from Brett Sutton, our staff liaison, a full and complete evaluation and analytics of this year. The information would be used to improve the forms, improve the effectiveness, etc.

While we are happy that SJB has a new website, accessing certain information seems to require more steps or the path is not intuitive. If you feel you have a suggestion that could improve the new website, the place to post your comments is on the following link: <https://stjohnnb.com/contact/>.

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

Live Presentation: Mary Kohlhaas

- Approximately 20 preschoolers attending Family Formation (preschoolers are new to the program this year).
- Approximately 110 children in grades 1-6 enrolled in Family Formation.
- Parent Outreach is a goal this year. Having parents move around and discuss speakers. Trying to be intentional with the interactions. Next year: may possibly use small groups?
- 45 children in First Sacraments this year.

# Saint John the Baptist - Pastoral Leadership Council

## Monthly Meeting Agenda / Minutes

- First Reconciliation was completed in December.
- Rite of Christian Initiation for Children (RCIC) has a few kids who need to catch up on Sacraments.
- 10-20 children attend the Children's Liturgy of the Word.
- ODM Retreat scheduled for this Saturday for Catechists.

### Journey to the Inn:

- 250 people attended.
- Live animals and baby.
- Knights of Columbus fed 225.
- Great feedback from many people.
- Children's Choir kept group on track.
- Everyone took home a house blessing kit.

Totus Tuus – Sunday July 7<sup>th</sup> – 12<sup>th</sup>

Sacrament Series has 70 attendees.

Father Skluzacek is leading a pilgrimage to the St. Paul Cathedral on Saturday, January 26<sup>th</sup>.

Young Family Baptism Anniversary Party - February 9<sup>th</sup>, 9-11am

Caná Dinner - Saturday, February 16<sup>th</sup>

### Parish Groups and Activities Commission – Steve

Funeral Lunch Committee is looking for more volunteers.

PGA Commission is looking for an update on the job description for the Cemetery Gardening Volunteer.

FallFest Meetings are due to be scheduled in the near future.

### Commission Items for Further Discussion

1. Outreach to inactive parishioners (See Handout)
- 2.
- 3.

### Parish Administrator's Report – Mark

See attached report

### Pastor's Report

St. John's implemented a new format for Parish Council 4 - 5 years ago. The goal of the new structure was to provide an opportunity for more information sharing. Each commission's staff liaison should bring items to the staff for consideration. A recent training for pastors noted that information sharing was one of the least productive meetings. Discussion is missing from the PLC meetings to help advise the pastor. A new item will be included at each PLC meeting. A discussion topic will be included in the monthly agenda.

### Additional Comments / Discussion

- How have we done and what more should we do at our parish to respond to the recent crisis in the Catholic Church?  
*Due to time constraints, discussion will follow up on this topic in February. Initial responses included the following:*  
*It is noted that this topic has been given due diligence from the pulpit.*  
*Has the abuse issue impacted giving at St. John's?*

### Closing Meeting - Steve

1. Closing Comments
2. Closing Prayer – Fr. Paul
3. Adjourn
4. The next PLC Meeting is scheduled for Tuesday, February 12, 2019