

# Saint John the Baptist - Pastoral Leadership Council

## Monthly Meeting Agenda / Minutes

<b>Date:</b>	Tuesday, May 14, 2019	<b>Time:</b>	7:45 pm
<b>Chair:</b>	Steve B.- Present	<b>MAL:</b>	Josh W.- Absent
<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.	A	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.	A
<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

### **Administrative Services Commission – Rep absent; Teri S filled in**

Rectory gutter project- bid from Vendor approved and sent to Finance Commission

Cement work reviewed- Steps on northwest end of school and related water problem in room 3. Three options discussed to route water away from school and repair stairs

Window leaking above baptistery- One vendor contacted to review, original installer also contacted. No bids received at this time.

Two bids reviewed for repair and re-stripping of parking lots.

Summer projects review for Church and School

Priority list from ASC-

1. Repair water leak from stained glass over Baptistery
2. Re-do exterior doors
3. Repair water leak in the school due to rain run- off by steps at flagpole entrance
4. Repair east and west parking lots and re-stripe all lots
5. Install a new gutter system at the rectory

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

- E&S has three open positions, including the vice chair who is moving- so major rebuilding
- Received one inquiry from our invitation for new E & S member via Father's email
- Discussed goals accomplished and potential goals for 2019-20.

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

- Adam has resigned; he has agreed to help with the transition over the summer
- Sunday Funday- This Sunday. All Ages welcome
- RCIA ends at Pentecost
- 31 couples attended Marriage in Christ
- Women's Lenten Retreat was a great success.
- Egg Hunt was Successful
- Registration open for VBS and Totus Tuus

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

- Robust discussion on Goals and Achievements
- Full roster for commission
- Encouragement for groups to serve as hospitality hosts

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

- Leonard is stepping off commission
- Budget for outreach for next year has been determined, more funding discussion needed with Deacon Gary and Mark
- Accomplishments-
  - Created a vetting process for mission groups
  - Tithing Committee moving to be a part of POC
  - Continuing our involvement with Families Moving Forward and added Holy Hammers (a part of Habitat for Humanity)

### **Worship Commission – Pat**

- Training for Eucharistic Ministers, Ushers. Lectors to take place this fall
- Notice on Church Etiquette is on monitors for weekend liturgies
- Commission Goals and Accomplishments
  - Grew Children's Choir
  - Promoted Bell Choir
  - Enhanced Worship with addition of Greeter ministry
  - Ongoing Certification for training of Liturgical Ministers
  - 50<sup>th</sup> Anniversary

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

- Plan for accreditation next year
- Plan to acclimate the two nuns arriving this fall
- Look at results of NWA Training
- Instructional Coaching
- 229 re- enrolled students, Enrollment on track for next year
- Continuous Improvement Session was held
- Opening for SAC Reviewed
- Goals
  - Another Continuous Improvement session to be held
  - Uniform review
  - Think Tank to continue
- Accomplishments
  - Balanced Budget
  - Introduction of Flexible Seating

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### **Finance Commission – Gary**

#### Operating Results

With Easter, April is an important month for us. We always see a nice jump in giving and we did this year too. But, as has been the case throughout the year, contributions were still down a bit from last year and budget. At the current pace we will end the year in the red somewhere in the \$90-100,000 range. We appreciate the pitch from the podium at masses this weekend. We know there have been some larger donations in the past week or so. Hopefully that will bring that deficit down.

#### Capital Projects

We approved a number of capital projects to be completed this summer (rectory gutters, parking lot repair and striping and some concrete work).

#### Sunday Giving

We continue to work with Bret and others on efforts to increase Sunday giving next fiscal year. We have done some slicing and dicing of our contributors.

- Have just over 1200 families contributing to SJB, down from about 1700 5 years ago.
- Almost all of the decrease is among smaller contributors -A number of existing contributors are increasing their giving.
- Unfortunately that's been offset by people dropping off, usually at the lower end.

#### Mortgage Payoff

On the good news front, our mortgage balance will be down to almost \$50,000 by the end of May and we made plans to make the final payoff next month prior to our June 22nd 50th anniversary celebration.

#### Accomplishments

Finally, we reviewed our accomplishments during the year and will get our list to Steve as requested.

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

See Attached.

Essential Three is required of all PLC Members per Archdiocesan policy.

### **Additional Comments / Discussion**

Discussion of new Essential 3 status to serve as a PLC At-Large or PLC Representative

Lay Advisory Board Questions:

- List 3 to 5 St. John's Church Priorities
  1. Increase Sunday Giving
  2. Improve/ Enhance Youth Group
  3. Growth in Discipleship/ Evangelization
  4. Smooth Transition in Pastoral Leadership
  5. Grow School
  6. Capital Expenditures
- What are 3 positive things going on in our Parish?
  1. Emphasis on Hospitality leads to Community Growth
  2. Activities/ Formation Programs
  3. NET Team
  4. Addition of Nuns to Staff
  5. Amazing Parish program

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- What are the 3 most pressing things that need to be healed in our Parish?
  1. Find a way for disaffected Catholics to return to church
  2. Restore a sense of justice; Rebuild trust lost in Abuse Crisis
  3. Zero Tolerance – Archbishop Hebda is providing good leadership
- What 3 things could be done to help with healing in our Parish?
  1. Play to our strengths- we are church, play offense rather than defense, share all the things we do right
  2. Tell our story, Personal contact and invitation
  3. Ask what would bring them back to church

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

Working on a transition team, Mark and the leadership team to take the lead

Scan and send Fr. Paul the reports on goals and accomplishments for your commission

### **Closing Meeting - Steve**

1. Closing Comments
2. Closing Prayer – Fr. Paul
3. Adjourn
4. The final PLC Meeting for the year is scheduled for Tuesday, June 11, 2019