

# Saint John the Baptist - Pastoral Leadership Council

## Monthly Meeting Agenda / Minutes

<b>Date:</b>	Tuesday, December 10	<b>Time:</b>	7:45 pm
<b>Chair:</b>	Stephanie W.- present	<b>MAL:</b>	Jill M- present
<b>Vice Chair:</b>	Josh 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	A	Maria	X	Barb	A
Father Shovelain	X	Melanie	A	Kathleen	X	Gary H.	X
Father Magner	X	Melissa	X	Michelle	X	Marian B.	X
<b>Guest(s) &amp; Purpose:</b>	Guest: <i>Gene</i> - Chair of Cemetery Committee to give annual report. <i>Patrick H</i> - Sub for ASC, <i>Pat R</i> - Sub for Worship, <i>Neil</i> - Sub for D & M						

### Agenda:

<b>Mass</b>	<b>5:30 pm – 6:00 pm</b>
<b>Dinner</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 – Stephanie**

1. Opening Prayer – Fr. Shovelain
2. Opening Comments-
3. Report from Cemetery Committee by Gene Delaune, Chair. Required by the Cemetery Committee Constitution to provide an annual report to Parish Leadership Council. Gene provided a summary of the committee's work over the past year. More information, including finances and sales, was included in a handout. See handout.  
Anticipate that the parish will contribute to the Cemetery Perpetual Care Fund this year as a percentage of sales. The cemetery is a key ministry of the parish.

Discussion Question for commission rep reports: "Which core value do we need to improve upon, and how?"

### **Parish Development Commission – Melissa**

Final By- Laws created. Constitution and By- laws submitted to Fr. Paul.

- Alumni Engagement Plan-engage alumni from 50-year club. Alumni want to give back to the school. Tabled discussion Bret and Fran to discuss with Fr. Paul.
- Sunday Giving- 472 pledges turned in for OSMG Campaign to date. Last year, after reminder letter in February 471 total pledges from that Campaign
- Capital pledges outstanding, sending a reminder in January with follow up calls.
- Endowments- 15 responses from 83 letters \$4.5 million pledged- \$3.6 million unrestricted. Commission recommends that parish reach out to all by next meeting January 21, 2020
- Legacy proposal program- feedback by next meeting on including St. John's Church and School in Estate plans
- Electronic Giving- functionality of website to align with giving electronically. Ideas form other parishes for electronic giving

Core Value to improve upon: reliance on prayer. Being more comfortable with the concept of prayer, making it a conversation and taking small steps

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

- Fr. Magner attended this commission meeting.
- Reviewed PGAC Assignments - No more vocations committee. SJB connects groups have been temporarily shelved. No liaison needed. Jessica will come to a meeting in February to talk about it.
- Still have open PGAC Spot- please brainstorm candidates.

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Core Value to Improve Upon- We need people to step forward and volunteer in our parish. Generous spirit of Time and Talents. We should make sure we are inviting groups to come to PGAC. We all have our own weak spots that are different for everyone. Communicate via marketing tools (more social media to reach more tech savvy crowds).

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

Community Service Center received Donation of \$2500 from St. John's in December and another \$2500 is slated for donation in March.

Considering an addition to the bulletin "Outreach Corner"- highlighting the various outreach ministries in the parish

Discussion on fundraising for outreach e.g. Food shelf envelopes in packet and on bags handed out for food drives.

Core Value to improve upon: Willing to Grow- better communication on Outreach Groups. People are not will to grow and don't read the bulletin or other communications.

### **School Advisory Commission – Michelle**

- Alumni page addition to our website, under the "About Us" section...Please complete the form if you are alum
- Christmas Card being sent out to alumni and current students
- Facebook contest to identify pictures of past students from multiple generations ago at SJB
- Creating an e-learning plan to have in place for snow days.
- Discussed Tuition and Fees

Core Value to improve at the parish- Willingness to Grow.

### **Worship Commission –Pat R.**

St. John the Baptist Icon to be dedicated and displayed at Dec. 21 4:30 PM Mass, Icon Writer, Nick Markell will be at dedication.

Choir Area Reconfiguration- to be done January 13-24. All volunteer labor to build. Funds donated for materials. Organ console will be moved. Choir seating moved to face congregation. Kneelers are included.

Handicapped Seating- defer to ASC

Next month want to bring committees and ministries under the Worship umbrella to meet. "Getting to know you" for groups and commission

Core Value to improve at the parish- Willingness to Grow- Same people serving on committees/ commissions. How to get more persons involved? How do we encourage younger families to give?

Second- Reliance on prayer.

### **Administrative Services Commission – Patrick H**

- LED Project started at school. Installation complete in Gym, Music, Art and Senior Rooms. More work at school over Spring Break.
- Handicapped seating- installation next week.
- Bathroom refurbish tabled last year. Bidding out the main floor restrooms again.

Core Value to improve upon: Reliance on Prayer. Prayer is foundational to all other endeavors.

### **Discipleship & Mission Commission - Neil**

Selected Reliance on Prayer as our core value

Ways to implement:

- With focus on encouraging individual prayer, Keeping it front and center
- The 1% prayer challenge was excellent but would like to keep that type of encouragement on a regular, say monthly basis vs only a one and done

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- Possible follow-up with those who pledged to do prayer in One Spirit Many Gifts, to suggest a particular intention monthly as a way to keep prayer going

Parish App – recommended to have an easy way with one or two clicks to have access to parish activities, homilies and possible means for data collection. The App may be more receptive to younger people

Set up a volunteer contact who can direct first time volunteers to potential opportunities. A person called the Office of Discipleship and Mission administrative assistant who didn't feel equipped to provide good information to the person wanting to volunteer.

Filling open Commission positions: five people contacted, 1 is considering, 2 declined and 2 are considering.

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

No November financials due to the early meeting this month. Sunday giving is still lagging.

OSMG Response is positive

Changing Reporting of financial information from weekly to monthly and including more narrative.

Approved School Tuition and Fees Increase.

Core value to improve: Willingness to grow. To be willing to grow need to “let go” and give it all to Christ.

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

See written report

### **Pastor's Report**

Fr. Paul thanks all commission members for their service to the community of St. John's. He is witnessing a lot of brokenness and suffering in the world. Christ wants to bring healing to those suffering.

Father Paul wishes all a Blessed Advent and a Merry Christmas when the Christmas season begins.

### **Additional Comments / Discussion**

### **Closing Meeting - Stephanie**

1. Closing Comments
2. Closing Prayer – Fr. Magner
3. Adjourn
4. The next PLC Meeting is scheduled for Tuesday, January 21, 2019

**Next Meeting Dates: January 21, February 18, March 24, April 21, May 19, June 9**