

# Saint John the Baptist - Pastoral Leadership Council

## Monthly Meeting Agenda / Minutes

<b>Date:</b>	Tuesday, November 19	<b>Time:</b>	7:45 pm
<b>Chair:</b>	Stephanie W.- Present	<b>MAL:</b>	Jill M- Present
<b>Vice Chair:</b>	Josh W- Absent	<b>Secretary:</b>	Teri S.- Present

Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present
Mark Dittman	X	Tom B	X	Maria	X	Barb	X
Father Shovelain	X	Melanie	X	Kathleen	X	Gary H.	X
Father Magner	A	Melissa	A	Michelle	X	Marian B.	X
<b>Guest(s) &amp; Purpose:</b>		Ralph-substitute for PDC 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 – Stephanie**

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

### **Finance Commission – Marian**

Discussed Core Values- Felt we do well on all of them. Generosity of Spirit, Sacramental Life and the with the variety of volunteer opportunities both in front and behind the scenes. Parish is living out the core values

Currently, the parish is running at a loss of \$40,000. Sunday Giving is still below budget. (Sunday giving is running 2.5% below last year.)

OSMG campaign is very successful. The appeal made the match in Sunday Giving increases. Bank accounts were reviewed. Mark to look for other higher yield options.

### **Parish Development Commission – Ralph**

Guest: Ann Laird.

- Ann spoke on programs at school related to parish development. She talked about outreach efforts to Alumni
- Approved bylaws and constitution. Both to be submitted to Executive committee for review.
- All Saints party and Hosting Hospitality were great experiences.
- OSMG- overwhelmed by the response to the campaign
- Estate plan mailing generated responses of \$4 million pledged to St. John's
- Term Limits were established
- Full roster
- Asked to consider an end of year reminder to parishioners about their outstanding pledges for 2019

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

Welcomed new member- Tom; commission is still short one member.

Check with Jessica about SJB Connects groups

*Turkey Dinner update-* next year will be the first weekend in November again. Shorten the serving time – TBD 11am-1pm rather than 2pm. Start advertising and recruiting volunteers 3 weeks earlier; More directional signage requested; pulled in about \$5000.

*PGA Liaison assignments-* reviewed and all groups have been assigned.

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*Core value discussion:* Fr. Paul has done a great job inspiring a willingness to grow as he reaches out to pursue new opportunities as our new pastor. He is doing a great job of going into uncharted territory to reach new people and grow our parish. Many service opportunities at our parish. Outreach through our generous spirit to evangelize. Fr. Paul is doing an awesome job looking for plans for our parish to grow, improve and invite others in. Reliance on prayer – We have so many opportunities to pray for our parish all the time.

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

Guest attended discerning membership: Jeanne Barron

Peter reminded us that we recommended that SJB give \$5K to the Community Support Center. Deacon Gary will talk to Teri to obtain the Funds Distribution Request Form for the Community Support Center.

Update from Jane on Sr. Rose: Fr. Paul spoke to her and told her she can't make copies for her Vietnam ministry. There will be no charges for past copies.

Peter talked about the previous POC Ministry Matrix. He discovered a list of committees, ministries & activities in the Membership book. But the lists aren't exactly the same so we spent some time cross referencing the 2 lists.

Jane proposed that we each look at the list & decide on about 2 ministries on the guidebook directory list that we would be willing to connect with. We could go to a meeting, do a phone call to them, or email them, asking them if they meet and what help they need.

Which core value do we live out well as a parish? Willingness to grow, reliance on prayer, generous spirit? Generous spirit has been very active in this parish with the socks & underwear, Sunny program at Christ the King (form of evangelizing), Families Moving Forward, Feed My Starving Children, St. Vincent De Paul grocery bags, etc.

New agenda item: Mark Dittman on 11/11, asking if the Food Shelf envelope in July in the annual boxes should be eliminated since we're also getting an envelope on the grocery bags twice a year. This envelope draws about \$12K Margaret Nelson will contact the SJB Food Shelf to ask what they'd prefer.

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

- Made \$2500 on Give to the Max day. Over double from years past
- Wi-Fi will be updated next week. Hard wired in school while school is not in session.
- Advent Bags of Joy again... collect items to pack up with prayer partners. Each kid takes one home and find someone to hand them to.
- Really trying to connect with alumni through various ways
- Catholic Schools Week theme- Wizard of Oz
- St. George's book fair during Catholic Schools Week
- Had three families at open house last week
- Upcoming advertising: billboard soon, newspaper, targeted mailing, advertise
- Really encouraging the verbiage connected to the core values in the school with staff and students.

### **Worship Commission –Barb**

1. Exterior lighting has been completed.
2. New member joined our commission: Jeff Stene
3. Icon of St. John the Baptist, is in progress, will go onto the Ambo side of Altar and will be installed right before Christmas, on Dec. 21, at 4:30 Mass.
4. Choir area reconfiguration: still in works, not started as yet volunteers and volunteer foreman are in order, construction will begin in January 2020, est. time for completion 2-3 weeks.

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5. Training has been completed for the lectors and the Eucharistic ministers, and approx. 2/3 of the people have gone through it.  
It is mandatory and somehow need to schedule another one or two make-ups sessions for these people. Jay and Pat will work on the scheduling as time permits.
6. Discussed the Parish core values, we choose a generous spirit with regard to all of them, they are all important, yet this one stood out for us. The OSMG campaign, the St. Vincent DePaul society, the many donors and donations, ministries, volunteers, etc.

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

Core Value Discussion- Generous Spirit is lived out in this parish.

- LED project to begin Thanksgiving week in School while kids are out on break
- Lighting in the chapel was not included in the LED project. Need to review options for this space.
- Lighting for cross on roof of the church also not include LED Project.
- Welcome desk functionality discussed. Issues with drawers and need for more electrical outlets.
- Bathroom makeovers still on hold. Possibly only the first floor bathrooms if need to pare down plan
- Renovations to Choir area. Addition of Kneelers requires some re-design.
- Ceiling in Church- Cost likely in six figures. Pat to contact Orfield Labs who installed acoustic material originally

### **Discipleship & Mission Commission – Melanie**

Three open spots on the commission

- Created a mission statement for commission, constitution to be submitted for approval next month
- All Saints Party hosted about 250 kids. Great turn out of kids dressed as saints. For next year, work on flow for trick and treat, two people per table for giving out treats, more table hosts, look for more non-parents to help with event.
- Butter Braids- Sales up from last year; online ordering was a bonus. Made \$2000
- Advent Retreat- 25 families attended, fed 175 people. More people to serve rather than self serve
- Family Formation- Third session Speaker- Fr. Joe Connelly 81 kids registered 60-70 families
- RCIC- 14 kids; age range 6-17
- First Sacraments- 40 kids from both School and Family Formation
- Sunday School- 39 kids with a few new prospects. Christmas Program Dec. 15 and Journey to the Inn January 4
- Middle School and Senior High Youth Group turn out is up. 30 kids at both sessions.
- Confirmation retreat- great feedback. Retreat led by NET team
- NET team has been awesome with relational ministry
- Respect Life Washington DC trip has 25 people going. Fundraising by bagging at Cub Foods in advance of Thanksgiving. See handout for information on dates and times.
- Core Values discussion- Parish is very strong in all three. Commission sees "Willingness to Grow" as a particular strength

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

1. Which core value do we live out well as a parish?
2. How?
- 3.

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

See report online.

Sunday Giving- met goal for matching gifts. Donor allowing match to be applied this year.

Several projects are underway.

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### **Pastor's Report**

Fr. Paul is charting new territory as he continues in his new role. Shared a couple of Glory Stories about people considering becoming Catholic or making the choice to become Catholic.

It is all of our responsibility to extend an invitation, to be the bridge back to a relationship with Christ.

### **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, December 10, 2019

**Next Meeting Dates: December 10, January 21, February 18, March 24, April 21, May 19, June 9**