

Saint John the Baptist – Pastoral Outreach Commission Monthly Meeting Agenda / Minutes

Date:	January 19, 2021	Recorder:	Heidi Hamilton	Chair:	Peter Walsh
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Member/Attendee	Present	Member/Attendee	Present
Jeanne Barron	X	Peter Walsh	X
Carole Beggs	X	Lesia Zownirowycz	X
Linda Drews		Mary Kohlhaas (staff)	X
Heidi Hamilton	X	Deacon Gary Schneider (staff)	
Jane Heinks	X		
Joe Jansen	X	Cheryl Puffer (visitor)	X
		Joni Metz (visitor)	X

Agenda

1. Opening Prayer: Peter
2. Approval of the agenda and the minutes of our last meeting.
3. PLC Request: Recruitment of new members for Commission
Cheryl Puffer and Joni Metz visited
4. Pastoral Ministry Coordinator Update
 - Training new Eucharistic ministers.
 - Working through the issue of how to get the Eucharist to assisted living and nursing homes that aren't open to visitors yet.
 - Any suggestions on what to do for elderly and people who are shut-in for Lent?
 - o Ashes – waiting to hear on how to deliver the ashes
 - o Let Mary know if you have any ideas
 - Angel tree was very successful this year. \$9322 in gift cards and cash to Ralph Reeder, Sharing and Caring Hands, and St. Vincent de Paul
5. Review and update of POC Goals for 2020/21
 - Update the ministry matrix and assign liaison – complete
 - Understand our influence and role in fund distribution – complete
 - Regular article in the bulletin – complete
 - o Need to continue a monthly article in the bulletin
 - Process to vet new ministries and charities – complete
 - o Need to continue putting the ministries through the vetting process
6. Building Bridges Liberia
 - Naomi Hard submitted a report to the group prior to the meeting
 - Requests:
 - o Article in the bulletin
 - o Permission to distribute prayer letters
 - o Permission to invite past priest at St Christopher Catholic Church, now taking courses at Union Theological Seminary in New York City, to celebrate Mass at SJB at a mutually agreeable time.
 - Jane will reach out to Naomi to work out the details
 - Jane will coordinate with Mary on getting approval from Father Paul
7. Ministry Marketing Update
 - POC article – drafted for when it fits in the schedule
 - February – Building Bridges Liberia
 - March – food shelf (Carole); March is food awareness month

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- Agenda item for February – establish a schedule for the remainder of the year.

- 8. Review our Constitution and By-Laws
 - Updated mission statement:
Our mission is to engage the Parish community and surrounding community in the mission of the Church and continue the work of Christ in caring for those in need of physical, emotional, or spiritual care and support.

 - Updated purpose

 - Removed requirement that secretary be a parish staff member; add that secretary is selected annually each year

- 9. Vetting for new Pastoral Ministries and Charities
 - Invite ministries to present periodically at upcoming meetings
 - o Jane will invite Naomi to come to February meeting

Closing prayer: Joe

Next Meeting: February 16, 2021

Deacon Gary will do opening prayer