

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

Date:	Tues., Oct. 19, 2021	Recorder:	Socchie Fondevilla	Chair:	Joe Jansen
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Member/Attendee	Present	Member/Attendee	Present
Linda Drews		Mary Kohlhaas (Staff liaison)	X
Louie Fondevilla	X	Joni Metz	X
Socchie Fondevilla	X	Cheryl Puffer	X
Heidi Hamilton	X	Deacon Gary Schneider (staff)	
Jane Heinks		Lesia Zownirowycz	
Joe Janson	X		
		Father Doug Ebert (visitor)	X

Opening Prayer: Joe

Agenda

- 1) Approval of the agenda and the minutes of our last meeting.
- 2) Monthly Activities Update
- 3) PLC Request: Setting-up Goals: Ministries for Restoration
- 4) Other

Minutes

A. MONTHLY ACTIVITIES UPDATE

• OCTOBER

1. All Saints' Day on October 27, Wednesday at 6:30pm
 - a. Heidi will be at the table handing out 300 clementine with little pumpkins faces painted on them and stickers as the kids come by. If Mary can find holy cards of black Saints (Venerable, Blessed, Servants of God and Saints- around 20 to choose from). She had ordered variety of 10
 - b. Joni & Cheryl are 2/5 of the volunteer painters
 - c. POC will have half-a-table. Mary is pushing the African American group to have a table as well
 - d. There's a need for more volunteers at the table

• NOVEMBER

1. Turkey Dinner, on November 7, Sunday
 - a. Hectic for a very short of time
 - b. To carve turkeys, put them on the tray
 - c. Volunteer to serve or take-out

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2. ODM Formation Office is holding a Ministry Fair on November 6, Saturday & Nov. 7, Sunday Masses

a. They would like different Ministries to have tables set-up

- Talk about what your ministry is
- To know who you are
- How they can volunteer
- If they need help, which place to go

b. POC Volunteers are needed

- Take this information back to the group that you're a liaison of
- See if they want to do representation

3. Hospitality after Masses

• Compassion Clinic (Date: Summer 2021 9:00am-4:00pm)

1. Joe: this program could be continuously held on an annual basis on June or July

a. Proposal: ask our dentists if they would like to contribute on this program

b. We can produce a promotion leaflet to give to our dentists or their accounting department. It could also contain not only dental but other medical needs of the program

c. Mary: this proposal has to wait for the group of Churches which put together the Compassion Clinic Program; so that everybody will be doing the recruitment & promotion

d. Meeting of the Churches will be this fall

2. Heidi: she volunteered & found it so amazing. The people who came were so happy to have gotten their haircut as well as had a chiropractic treatment.

3. The feedback was very positive and most of the needs (chiropractic, footcare, dental, medical, children's area, covid-19 shots, haircut, social concerns fair (with freebies & flyers to get help one needs and even prayers) were mostly met

4. Mary: She was in the group connecting guides who show the guests around and make sure that these guests know what services are available. She was touched by 'To be seen for yourself'. The guides wait for their guests outside until the procedures are done even if it took a long time as most of them had not been to the doctor or to the dentist for years. The guides made them feel that their guide was there for them- to be known and recognized.

II. PLC Request: Setting-up Goals: Ministries for Restoration

A. SJB POC Ministry List (ACTION ITEMS)

1. at the start of the Calendar year or of this season, POC will be continuously updating the old February 2020 Ministry list with:

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- a. Ministry status (active, inactive, on-hold, delete off the list, etc)
- b. Below are the new POC Ministries Liaisons:

Ministry	STATUS/LIAISON	ACTIONS/Comments
ABLE [Assisting Better Lives for the Elderly] Program	Liaison(proposed): Corry Ebbers Liaison: Heidi (Maintenance Volunteer Section) Dan Brown: Home Inspection; recruiting young students from SJB School for fixing Parent Volunteer will be credited to school volunteer work ABLE Program is the over-all listing volunteers for Pastoral Ministry: EM for homebound, Senior Centers & Nursing Homes, to the volunteers who will go to homes to paint & to do fix jobs or yard work, drive, get groceries	<ul style="list-style-type: none"> - The group that helps the elderly needing assistance (yard work, home maintenance, etc.) - They refer people to the liaison - Problem: if we can keep the name” “ABLE owned by the Benedictines or not - Mary: Spreadsheet of all volunteers & the categories they’re involved in
Angel Tree Committee	DELETE	- Mary double-checked status: belongs to Worship Committee
Befrienders	DELETE	<ul style="list-style-type: none"> - Ministry is fading out - Eucharistic Ministers will take over the people in need of a Befriender.
Families Moving Forward	DELETE. (ON HOLD)	- They moved down to Chanhassen; out of our geographical area.
Food Shelf	Liaison: Joe	<ul style="list-style-type: none"> - Organize and coordinate people coming in to get their food - Organize the food on the shelves - We have very small area to store; more of an emergency food shelf - Work together with St. Vincent de Paul - SVP helps the Food Shelf Ministry in its promotion, stapling the bags, collecting the donations - Food Shelf has around 6-8 volunteers
Friends of the Poor	DELETE	- Did not go through the vetting process Not supported by POC

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Ministry	STATUS/LIAISON	- ACTIONS/Comments
Growing Through Loss	Liaison:	<ul style="list-style-type: none"> - Susan Amos-Palmer represents us to a group of Churches; coordinates, invites people to be part of it - they do presentations with speakers to people dealing with grief - we host once a year
Meals on Wheels Drivers	Liaison:	- looking for drivers
Prayer Letter	Liaison: Overseer: Deacon Gary	- Mary is not familiar with this Ministry
Prayer Line	Liaison: Overseer: Deacon Gary	-
Respect Life Committee	Contact: Jacquie Schmitz Liaison: Lesia Meeting Date: 2 nd Tuesday	-
Maternity Closet	Contact: Jacquie Schmitz Liaison: Joni	
St. Vincent de Paul Society	Liaison: Louie <ul style="list-style-type: none"> - The liaison will give report of what's going on with your group - 20 volunteers meet: First Tuesday of the Month 	<ul style="list-style-type: none"> - Does food drive couple of times a year. Our Food Shelf picks what they want from what comes in the SVPS drive. - Majority of the food goes to Ralph Reeder Food Shelf. They have frozen & fresh items - They are the backbone - Donated clothing on the drive are brought to SVP Store in 12th corner Lake Street twice a year. - SVP Society sends two drivers to SJB to pick-up drive-donated materials, to be distributed in outlets (St. Paul & St. Michael)
Branch III	Liaison: Cheryl	Re: Catholic Charities- we make and serve a meal there each month

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Ministry	STATUS/LIAISON	ACTIONS/Comments
Sharing & Caring Hands	Liaison: Cheryl Meeting Date: once a month	- we make & serve a meal there each month
Community Support Center (CSC)	DELETE	- Not under POC or SJB Parish; although POC contributes to them
Faithfully Fit	Liaison: Heidi Contact: Mary Hartz	- Low impact exercise group for seniors - Meets Wednesday @ 9:30-10:30am - Mary Hartz takes blood pressure after 8:30 AM Mass /before FF
SJB Foreign Missions	Liaison:	- Jane is willing to train the new liaison
Building Bridges Liberia	Coordinator: Naomi Hard	- On-going
Partners 4 Hope	DELETE	- Did not go through the vetting process Not supported by POC
Family Missions Company	Liaison:	- On-going
Mary's Meals	Liaison: Mary	- Recently vetted & approved
Quilters	Liaison: Joni Meeting Date: every Tuesday 1-3pm Where: copy Room	-
Feed My Starving Children		- Community-based we're serving - Organize Parishioners to go to FMSC

B. Setting-up Goals Ministries for Restoration

- **Joe:** As soon as Mary had compared this above list of Ministries with what she has in the office, we'll be able to assign liaison next meeting to get it finalized before the end of the year
- **ACTION ITEMS:**
 1. Mary:
 - i. Final List of Ministries
 - ii. To send out to the Liaison the list of the names of their volunteers.

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2. LIAISON:
 - i. Check in with the program and activities volunteers: what do they need (advocating, support, etc.)
 - ii. Report back to the POC meeting your Ministries needs and concerns
 - iii. Tie in their meeting date with the Ministry List
 - iv. Do a Write up for the Bulletin
 1. about your particular Ministry: the programs and activities and who are involved.
 2. It's advertising it for them and ask them what it is they want. Do they want to write it up? Do they want you to write it up? It is a chance for them to tell what they do, who they are, what they are accomplishing in the parish. Do they want to recruit more people? Do they want to recruit more business?
 3. Let them know we're here for you and let us know if they need us.
- POC did the write-up to Bulletin every month last year

C. Other

▪ Budget

- Joe: Do we have a budget?
- Mary: still discovering it
 1. We are receiving from the interest out of an endowment. A Pastoral Ministry Endowment was started by Mark Hammer to minister to people. This fund has not been touched at all since we started receiving it couple of years ago. Mark had wanted for it to be allocated for:
 - a. Stipends for speakers
 - b. Education
 2. From St. John's budget, we are allocated \$600-\$800 as an operating budget
 3. Benedictine at one point was willing to put some money towards it, because they have worked with us when we had Mary Hartz. So they paid for salary as well as St. John's putting something towards it. Now that it's not one of their people, they are still going to put in for education & stipend kinds of ministry.

eq... We could do something for care-givers' get-away day, a relaxing time for them
 4. We were involved with Mary May in doing the end-of-life, "Preparing for Heaven", a couple of weeks ago
 - a. It was a good turn-out
 - b. Dealt with the Sacraments before you die
 - c. The legal things that you would need, such as health directives or if you want to leave a legacy to the Church
 - d. A holistic approach to death: how to do your funeral, areas to be looked at before one cannot plan as well anymore.

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5. Passing on holy water, blessed medals to the homebound at Nursing Home & Senior Centers and crosses that we give at the drive-through. Rosaries to Cherrywood Pointe. Louie & Socchie volunteered to fix broken rosary chains.

- Father Doug: on tracking all the sick people of the Parish so that the Parish Priest should be able to see the sick people
 - a. 'Care Notice Program'- for tracking people in a confidential report system
 - The Eucharistic Ministers who made the visit would make the report
 - i. Codes: Green- OK, Yellow- Keep an eye, Red- constant attention
 - For people getting anointed, there's a problem he noticed: it's hard to keep up with what you're doing because new needs are coming in
 - b. Problem: Funerals here in SJB are out of control; he hopes the three he picked-up this morning were all anointed
 - o Mary: we have similar records in an Excel spreadsheet.
 - We can go back and check when's the last time they were anointed
 - EM's ask if parishioners they visit want to be anointed
 - We have two anointing Masses: one in fall and one in spring; last year was drive through
 - 60-80 anointing of the sick in the Mass; 120 in the drive-through
 - Names are written in the Anointing book
6. **ACTION ITEM:** Mary: an anointing Mass in November.
7. Problem: Parish is operating as if there's two priests.
 - a. It is important that fatigue of the only priest should be recognized.
 - b. Example: an extra Mass on All Saints Day may not be necessary

Closing Meeting

- Closing Prayer- Father Doug
- Adjourn
- Next POC Meeting: Tuesday, November 16

Next Meeting Dates: November 16, December 14, January 18, February 15, March 22, April 26, May 17, June

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Minutes recorded by:
Socchie Fondevilla

Minutes approved by:
Mary Kohlhaas, Pastoral Ministry Office