

Saint John the Baptist - Pastoral Leadership Council

Monthly Meeting Agenda / Minutes

Date:	Tuesday, January 18, 2022	Time:	8:00 pm
Chair:	Jill M- Present	MAL:	Andrea B- Absent
Vice Chair:	Jim G- Present	Recorder:	Teri/Joseph- Present

Member/Attende e	Presen t	Member/Attende e	Presen t	Member/Attende e	Presen t	Member/Attende e	Presen t
Mark Dittman	X	Larry	X	Maria	A	Pat R	X
Father Jaspers	X	Melanie	X	Socchie	X	Gary H.	X
Father Ebert	X	Mark H.	X	Michelle	X	Marian B.	a
Guest(s) & Purpose:		Steve-Sub for PGAC rep					

Agenda:

Our agenda for Tuesday evening is as follows:

6:00 - 6:25 Announcements - Jill et al & Teaching - Fr. Jaspers

6:30 - 7:55 Commission Meetings via Break-Out sessions

8:00 - 8:45 PLC Meeting

Call Meeting to Order –

1. Opening Prayer – Fr. Jaspers
2. Opening Comments

Parish Development Commission – Mark H.

- Recruiting 2 new members
- Mary gave update on core commitment campaign, 115 people pledged last year and did not this year. Plans to follow up with a letter to this group
- 2021 wish list was reviewed- what was donated, what items are still needed
- 3 new Legacy Society members added
- Meeting with CCF- looking for ideas to grow legacy donations to the parish.
 - Previously required \$50,000 to start and endowment. Minimum required changed to \$10,000 for us.
- Event Calendar put together and reviewed

Parish Groups and Activities Commission – Steve

- Three more new members added to commission. The roster is FULL!
Yearly goal was to create a definition of ministry. Definition is complete. “An organized group of church members providing fellowship between parishioners to the extended community demonstrating our faith-based core values.”
- Definition to be used to define ministries for Guidebook Directory work to continue in February.
- Reassigned Liaisons to PGAC Groups

Parish Outreach Commission – Socchie

Updates from the Office Perspective: As part of the Personnel changes, Mary is now doing the intakes for funerals.

Updates of Pastoral Outreach Ministries

- Growing through Loss- St. John’s will host this year’s spring event.
- SJB Missions-Building Bridges Liberia- Naomi is ramping up to do another trip to Liberia in Mass. She is requesting a table for after Masses to collect donations.
- Mary’s Meals- Date requested for banquet is the Thursday before FallFest. SJB unable to host. Banquet will be held at another location to accommodate speaker’s availability
- Respect Life- Information for the March for Life was in bulletin. Bus leaving SJB at 9:45am Saturday for prayer service at Cathedral and Rally at the state capitol. SJB middle school teachers doing respect life presentations to students in grade 5-8. Pro- Life Poster contest winners will be displayed in plaza.

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- St. Vincent de Paul Society- SVDP approved setting money aside to help with the parish wish list. One immediate need is to fix the live streaming issues to accommodate funerals and Mass on Saturdays for the homebound.
- Widows/ Widowers Group- Agape dinner at St. Peter Catholic Church in Forest Lake. Speaker: Fr. James Livingston from the Church of St. Paul in Ham Lake speaking "Sharing of Communal Meal- A Token of Christian Friendship." All Widows and Widowers welcome Fee: \$15
- Compassion Connects Clinic: Medical Mission- Date: Saturday June 11, 2022 for Free Medical and Dental Clinic. There are needs for Doctors, Nurses, Dental hygienists. Special needed is someone to oversee the dental clinic (preferably a hygienist with organization skills) eventually other volunteers needed for the day include hairdressers, chiropractors, chicle care providers, hospitality, and social services.

School Advisory Commission – Michelle

- Guest- Jill
- 24 Cases of covid related absences in school since January 3
- Continue to limit volunteers during parties to 3 per room. (Valentine Day Party)
- Continue to monitor case by case if covid measures need to increase
- Kindergarten registration night, Thursday 6-7:30pm
- School wide registration opens Friday, January 21
- Opening for new and existing families at the same time
- 3 new students since January 1 still have 2 possible transfers coming.

Worship Commission – Pat

- Roster up to 7 members
- Renovation of the Chapel of Angels- Sub committee as met and has proposed design
 - Funding available, waiting for cost to be approved by Fr. Paul
 - Design consultant- Nick Vasko
 - Proposal discussion with parish community is scheduled for April.
 - Concern with air flow, is diffuser working appropriately, Pat to confirm, balance air flow.
- Technical difficulties with Livestreaming continue. Unable to stream some Masses, weekend, and weekdays, unable to stream funeral, working with computer consultants to resolve problems with band width.
- All Worship wish list items were funded.
- Church Ceiling- Audio Consultant to come out and assess sound issues

Administrative Services Commission – Larry

1. Update on ASC Goals for 2021
 - a. **Leaks in the church** See attached spreadsheet.
 - b. **Ceiling** – See attached spreadsheet. ASC members who would be interested in being part of the sub-Committee: Pat H, Jim O'Brien, Corey Ebbers, Tom Brownrigg, Larry Justin.
 - c. **Maintenance / amortization spreadsheet** - Cory reported that he is still reviewing the spreadsheet and still will report to ASC in March 2022.
2. Updates on other projects:
 - a. **Chapel Update** – Recommend ceiling supply air diffusers airflow to be confirmed. Confirm any west facing windows/glazing be looked at and possible provide shading.
 - b. **Door on Rectory** – Has not been completed; is on schedule.
 - c. **Gutter on Rectory's Garage** – Has not been completed; is on schedule for the spring.
 - d. **Glycol update on pricing** – Permit has been received and need to complete. Will complete when the in-floor heating system is installed.
 - e. **Heat Exchanger Installation charge** –Still waiting for parts, middle February.
 - f. **Alliance** has started the update on controls.
 - g. **Garage Windows at Convent** – Cary Becker stated in an email that his crew will be completing after windows are delivered.
 - h. **Sidewalk by the playground** – Ongoing; there is a path between curb and sidewalk for the adoration chapel and recommending looking at adding a section at this path.
 - i. **North side windows of the school** –Will investigate the problem when it occurs again this spring.

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- j. **Remodel the 2nd Floor Bathroom** – Solicit a price to remodel the second-floor bathrooms in the same manner that the main floor bathrooms were remodeled. Discussed 2nd floor bathrooms and remodeling of them
3. **By-Laws:** Motion was made to “Omit the 2-term maximum requirement” and allow the members stay on for additional 3-year terms based on agreement of Commission and members. Motion seconded and passed unanimously. Motion will need to go before PLC Executive Committee for consideration.

Discipleship & Mission Commission – Melanie

- Full commission – no open spots!
- Youth Ministry update: Change of focus to step back to allow parish team to work alongside NET as they transition out in May. We have not heard back from NET about meeting time to discuss possibly full or half team next year. Recommendations have been made to Leadership Team for staffing needs to be considered during upcoming budget project. We reviewed and gave recommendations to Youth Ministry Volunteer Job Descriptions.
- New Member process update: Discussed positive parts of process along with areas of opportunity and what else we can do to onboard better. We reviewed current content in folders and discussed what else is needed. Group will reach out to other parishes about onboarding/orientation process for ideas on what is done and how new members are engaged into parish life.
- Past events: Journey to the Inn held on January 8th – about 300 people attended
- Future events:
 - 1st Reconciliation Retreat on January 23rd
 - Eucharist Studies: Presence begins on January 27th
 - Sacrament of Reconciliation on January 29th – Fr Paul will be back for this
 - Extreme Faith Camp registration open
 - 1st Communion Kick-Off on February 6th
 - Planning for Lenten Encounter Small Groups

Finance Commission – Gary/ Marian

Generally good news in our operating results. Last month I talked about weaker Sunday giving trends during November and the 1st couple of weeks of December. The 2nd half of December, which is easily our biggest giving period of the year, was much stronger. That helped put our year-to-date operating results comfortably in the black. Combined operating expenses are running 3% above budget for the year, but that's driven, in large part, by the impact of far higher revenue. In fact, year-to-date operating revenue is 11% above budget. That's on a combined basis including Sunday giving, tuition and all other operating revenue sources. December marks the halfway point of our fiscal year and there will be a 6-month income statement in the bulletin soon. If any of you have any questions once you see that report, please feel free to contact Mark or me.

The budgeting process for the 2022-23 fiscal year is just beginning. We discussed the timeline and steps necessary to complete that project. We hope to have a first, rough draft budget by the February meeting. It'll likely be April before it can be finalized.

We got an update on the chapel renovation and other pending capital projects focusing especially on the potential costs of those projects.

We briefly discussed Father Jaspers proposed Financial Peace University program.

Finally, we reviewed the status and go-forward plans for our goals for the year.

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Parish Administrator's Report – Mark

See attached report

Closing Meeting - Jill

1. Closing Comments
2. Closing Prayer – Fr. Doug
3. Adjourn
4. The next PLC Meeting is scheduled for Tuesday, February 15.

Next Meeting Dates:

February 15, March 22, April 26, May 17, June 7