

# Saint John the Baptist - Pastoral Leadership Council

## Monthly Meeting Agenda / Minutes

|                    |                            |                  |                       |
|--------------------|----------------------------|------------------|-----------------------|
| <b>Date:</b>       | Tuesday, February 15, 2022 | <b>Time:</b>     | 8:00 pm               |
| <b>Chair:</b>      | Jill M. - on zoom          | <b>MAL:</b>      | Andrea B. - Absent    |
| <b>Vice Chair:</b> | Jim G. - Present           | <b>Recorder:</b> | Teri/Joseph - Present |

| Member/Attende<br>e            | Presen<br>t | Member/Attende<br>e | Presen<br>t | Member/Attende<br>e | Presen<br>t | Member/Attende<br>e | Presen<br>t |
|--------------------------------|-------------|---------------------|-------------|---------------------|-------------|---------------------|-------------|
| Mark Dittman                   | X           | Larry               | X           | Maria               | X           | Pat R.              | X           |
| Father Jaspers                 | X           | Melanie             | X           | Socchie             | X           | Gary H.             | X           |
| Father Ebert                   | X           | Mark H.             | X           | Michelle            | X           | Marian B.           | X           |
| <b>Guest(s) &amp; Purpose:</b> |             |                     |             |                     |             |                     |             |

### 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**

**8:00 - 8:45 PLC Meeting**

#### **Call Meeting to Order –**

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

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

- Opening Prayer
- Defining a Ministry- Goal is to define what a ministry is versus an activity or event. Parish leadership is wanting to clean up our list of ministries and determine which commissions are in charge of them.
  - Our new definition: An ongoing and organized group of Parish members acting as an extension of Jesus Christ providing fellowship and enrichment connecting people more deeply with Christ and one another
  - PGA to present on definition in March and will ask commissions to review their list of groups and activities and determine which are still active ministries.
- Group Assignments- tabled until next meeting when more members are present.
- Workbook goals- up to date- thanks Steve!

#### **Parish Outreach Commission – Socchie**

- Naomi Hard presented on Building Bridges Liberia
  - Will have an informational table set up in the St. Paul Plaza at the end of February
- Able Fix – looking at liabilities
- Pyxes to be replaced with new metal ones
- SJB will host “Growing through Loss” again this year.
- The Maternity Closet has rebranded and is now the Kidz Closet
- The Quilters gave away 32+ blessed quilts to the needy over the last month
- St. Vincent de Paul Society - SVDP will have a food drive in March, house meals on May 11, and a dinner in June
- A calendar listing all the ministries events under POC is being worked on
- The Widows and Widowers group need a form of transportation
- Compassion Connects Clinic: Medical Mission- Date: Saturday June 11, 2022, for Free Medical and Dental Clinic. Need volunteers.

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

- Discussed new opportunities for FHF event
- Will be inviting parents to the Holy Week Retreat
- Enrollment for the next school year is already up to 344 (PS-8) (only 2 families from this year not returning)
- The Wines to Wishes estimated numbers are looking very positive and higher than past years
- 2 new committees forming to help SJB school experience improve:

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- Communications Group
- Parish Engagement Group
- Hospitality after Masses on March 5/6
- Will be discussing our development plan with Mary May

### Worship Commission – Pat

- One new member joined so roster now up to 8 out of 9
- Report on Chapel of the Angels
- A parishioner's donation for new vestments will be used to purchase new green ones for ordinary time. Plain ones for the daily Masses and elaborate ones for weekend Masses
- The Garden of Life sign and new sound mixer, both of which were funded through our Christmas Wish List, will be mounted soon
- Hospitality on February 13 went well – Thanks Melissa Berg!
- Lee led a discussion on chapter II (Most Sacred Mystery of the Eucharist) of *Sacrosanctum Concilium*.
- Report from Church Interior Sub-committee
  - Asked that pews be included in their sub-committee's jurisdiction

### Administrative Services Commission – Larry

- Tim McQuillan from the Knights of Columbus gave a work update
- Update on projects:
  - Rectory door (waiting to address till the weather is warmer)
  - Rectory gutters over garage need to be replaced (waiting to address till the weather is warmer)
  - Heat exchanger pieces coming soon
  - Glycol installation will start after the heat exchanger is installed
  - Building controls being tested soon
  - Convent garage windows are waiting to be delivered
  - New playground sidewalk bid is out (in the area of \$17,000)
  - Northside window repairs will wait until spring
  - Bathroom renovation bids on lower level and second floor are in process
  - Chapel of the Angels renovation
    - No infrastructure issues detected
    - Will the ductwork be a problem?
  - Church sanctuary work will be expensive
- Still working on a spreadsheet of all the maintenance items and the lifespan of them

### Discipleship & Mission Commission – Melanie

- Past events:
  - First Reconciliation was at the end of January. 57 of the 62 children received the sacrament, the remaining 5 need to be rescheduled in
  - Cana Dinner was a success and had 50 couples attend
- Future events:
  - Our 17 Lenten Encounter Small Groups start soon
  - Confirmation Retreat at the end of February
  - Youth 365 in March
  - Lenten Adoration coming soon
- There has been a spike of other parishes joining us for summer events and so we will be sure to open up our events to SJB parishioners first.
- Reached out to nearby parishes to see how they bring new members into the Church
- Mikayla's post NET plan coming together – more than a dozen volunteers have signed up
- 98 children have registered for Catholic Youth Summer Camp

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### Finance Commission – Gary/ Marian

- We reviewed YTD Financials
  - Sunday giving is slightly below budget
  - We expect a surplus by the year end, June 30
- 5 Endowments
  - Can withdraw to help with general operations/endowments
  - Recommending drawing from all except the Cemetery one
- Reviewed our current capital projects
  - Chapel of the Angels renovation – plans will be presented to the parish in April
- Discussion about a proposed budget for the '22 – '23 fiscal year.
  - Refinements will continue to be made to reach a balanced budget
  - Hopefully will get approved in the next 2 months

### Parish Development Commission – Mark H.

- Father Jaspers and Father Doug joined for the meeting
- Updates were done on the 2022 Core Commitment campaign were given by Mary May. She reported that she checked on the 115 people that didn't pledge this year and that many of them were still contributing. The others she isolated a small group that follow-up phone calls will be done
- Mary May also gave an update on the Wish List. She reported that \$24,000 was raised. She went through the list of unfunded items. This list includes monitors, large portable screen, restroom upgrade, bobcat skid steer, scissor lift, and cafeteria tables. Discussion occurred on reaching out to business for potentials deals and discounts
- We still have 2 positions open on the commission.
- We will be meeting for 30 minutes with the Catholic Community Foundation (CCF) at our next commission meeting. We went over potential questions to ask. Ultimately, we hope to learn from them how to grow our legacy and endowment programs
- We plan on working on the Legacy Society Webpage
- Mary also went over the proposed draws from the Endowment funds that are being planned.

### Parish Administrator's Report – Mark

See written report

### Parochial Administrator's Report – Fr. Jaspers

See written report

### Closing Meeting - Jim

1. Closing Comments
2. Closing Prayer – Fr. Doug
3. Adjourn
4. The next PLC Meeting is scheduled for Tuesday, March 22.

### Next Meeting Dates:

March 22, April 26, May 17, June 7