

# Saint John the Baptist - Pastoral Leadership Council

## Monthly Meeting Agenda / Minutes

<b>Date:</b>	Tuesday, June 13, 2023	<b>Time:</b>	7:35 pm
<b>Chair:</b>	Jim G. - Present	<b>MAL:</b>	Greg B.
<b>Vice Chair:</b>	Andrea B. - Present	<b>Recorder:</b>	Joseph H. - Present

Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present	Member/Attendee	Present
Father Paul	X	ASC – Ron L	X	FC – Marian B.	X	WC – Andy S.	X
Father Joseph		PDC – Bob G.	X	PGAC – Maria L.	X	SAC – Michelle S.	X
Mark Dittman	X	D&M – Melanie D.	X	POC – Socchie F.	X	Deacon Derek	X
Jessica Balzarini	X	Dave Tucci		Marian Briggs	X		
<b>Guest(s) &amp; Purpose:</b>							

### Agenda:

The schedule for the evening is as follows:

- 5:30 – 6:00     Dinner**
- 6:00 – 6:25     Announcements and Year End Celebrations – Fr. Paul**
- 6:30 – 7:30     Commission Meetings**
- 7:35 – 8:15     Pastoral Leadership Council Meeting**

#### **Call Meeting to Order –**

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

#### **School Advisory Commission – Michelle S.**

- All teachers have been hired – just looking for support staff
- Summer Goals:
  - Finalize new handbook
  - Create new discipline policy for school
  - Begin looking at salary scale
  - Evangelization plan for staff from SET
- Parent meetings for Middle School will be mandatory
- Continue to do Kindergarten H. H. with Pastor and Principal at rectory
- 399 Students in K – 8 (98.4% retention)
- Kindergarten full
- 23 new students in 1 – 8 grades

#### **Worship Commission – Andy S.**

- Discussed chapel floor and gave opinions
- Michael G. spoke about his time in France
- Pat R. gave an update on the walking tour brochure, archive committee, and library committee
- The Solemnity of the Sacred Heart of Jesus is this Friday
- Bishop Izen has been scheduled to bless our St. Therese Room
- Lee T. led the Commission in an overview of chapter 4 of the General Instruction of the Roman Missal

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### **Administrative Services Commission – Ron L.**

- Chapel update
  - Floor will be receiving the final coat of paint soon.
  - ASC has given our final recommendations
- If we do proceed with a capital campaign additional projects would be updating the school bathrooms and the east parking lot
- ASC voted on the brick color for the planters
- Pat H. has been working on scheduling for all projects throughout the summer
- The youth room has been painted
- North parking lot has a drainage issue

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

- Registration – decided to have fees remain the same for parishioners and non-parishioners
- Discussed Jessica's departure – sad, but happy for her
- Synod feedback – went through it and more to come
- Lots of summer events coming up

### **Finance Commission – Marian B.**

- Financials year to date – deficit in Sunday giving at a \$40,000 loss as of now
- Implement optional 3% processing charge to offset credit card fee for online donations/purchases
- Working on 3 year financial projection as recommended by the Archdiocese
- Discussed this summer's capital projects
- Approved to sign contract with Steier who will assist with the feasibility study

### **Parish Development Commission – Bob G.**

- Year-end goals
- Legacy Society
  - Event coming up on the 24th
- PDC to assist with the feasibility study/potential capital campaign as needs arise
- 93% of core commitment goal reached
- Commission needs one more member

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

- Library update
  - Fr. Paul's challenge
  - 200+ people attended open house
- Discussed SJB decal/bumper sticker design ideas
- Discussed boy scouts memorial
- FallFest update
- Commission needs two more members

### **Parish Outreach Commission – Socchie F.**

- Two items:
  - We have been working on a document for new members that explains all the details of the PLC and how our commission, POC, works and what it does.
  - Ministry of Consolation
    - This is a new ministry
    - Led by a psychologist

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- Official proposal is coming soon

### Leadership Team Report – Mark D.

See attached written report.

- Applied for a proxy for signing the campaign contract with Steier, since proxies from the Archdiocese can take longer during the summer.
- We will be working on the education piece of the feasibility study and to gauge how much we would need to raise.

### Pastor's Report – Father Paul

- Thank you all for a great year! I encourage you all to pray for Jessica so that she will have many blessings in her new job.
- Survey thoughts: Going forward each of the staff groups responsible for the areas that the survey touched on will be reviewing all the feedback. One change is that the Ignite music group will play at the 8:30 am and 10:30 am Sunday Masses once a month starting in August. Even Archbishop Hebda highlighted this music during the Synod.
- I will be attending the priest conference in Winona, so please keep me and all my brother priests in your prayers for a fruitful time.

### Question for Discussion

- What can the Parish Leadership Executive Committee do to better support our commissions?
  - **Marian B.** – We have commission meetings, we pass information along, and then we never hear anything back. Is that the way it is supposed to be?
  - **Bob G.** – What we discuss on our commission relates to others. How do we go about cross sharing? Communications – Alignment – Planning – Execution. Maybe create a volunteer execution team to help?
  - **Andy S.** – Silos. Perhaps commission chairs could meet to share what happened in their meetings. I'm still confused of what exactly happens in the PLC Executive meetings and how that information gets into the hands of commission members and parishioners. Projects of tasks are not always communicated clearly or in an organized way.
  - **Michelle S.** – Three PLC members to introduce themselves at each commission meeting. Maybe we could remove the June meeting. Can the PLC Executive Team give us feedback and thoughts on how our commissions can do better? Would be nice to get the PLC meeting prep information sooner than the Friday before the meeting.
  - **Melanie D.** – Helping Father with specific tasks is the main objective generally speaking, correct? One change would be to have the PLC Executive Team discuss the top updates/highlights from last month's meeting at the during the meeting to connect with where we've been and to keep people informed.

### Additional Comments/Discussion

### Closing Meeting – Jim G.

1. Closing Comments
2. Closing Prayer – Deacon Derek
3. Adjourn
4. The next PLC meeting is scheduled for Tuesday, August 22

### Next Meeting Dates:

August 22 – PLC Picnic