

**Saint John the Baptist –
Pastoral Outreach Commission
Monthly Meeting Minutes**

Date:	Tues., Oct. 22, 2024, 6:30pm	Recorder	Socchie Fondevilla	Chair:	Jean Koslowski
--------------	--	-----------------	---------------------------	---------------	----------------

Member/Attendee	Present	Member/Attendee	Present
Louie Fondevilla	X	Marie Zimmerman	
Socchie Fondevilla	X	Carolyn Brandt	X
Mary Kohlhaas (Staff Liaison)	X	Jeannie Koslowski	X
Joni Metz	X	Nilo Asio	X
Cheryl Puffer	X	Father Derek Gilde	X

A. Opening Prayer: Louie

B. Tonight’s Agenda was approved.

C. Pastoral Ministry Coordinator Update:

1. New Ministry-

- a. Starting a new ministry for couples with infertility issues is being considered & under planning process.
- b. On Nov. 16 - Fr. Derek is starting the Ministry of Healthcare Workers
- c. Another ministry for those who’ve experienced infant loss is put on hold.

2. [Curanotis](#)- ready for delivery to SJB.

- a. This new app will improve our worksheets for volunteers.
- b. One area it will help us is getting in contact with families of the deceased (whose funerals were in SJB) so we can send them cards on a yearly basis.
- c. The staff training on this application is on Thursday, Oct 1 at 1:00PM
- d. Jean & Joni are invited to attend the training

3. Pilgrimage to the Shrine of Our Lady of Guadalupe in La Crosse, WI –

- a. Date: Saturday, Dec 7
- b. Mass to be officiated by Father Derek.
- c. Attendees: Young at Heart, Youths, Men’s Group
- d. Funds are needed to subsidize the \$46/person bus fare & lunch. Joseph might be holding a fund-raising drive.

4. Anointing Mass-

- a. Date: Nov 9 10:30AM
- b. **Action Item:** Needs volunteers with Registration & at lunch (Carolyn, Cheryl & Joni)

5. Young at Heart-

- a. Mercy Reins on Sunday, Dec 1 in Stillwater; **Action Item:** Needs volunteers
- b. Pilgrimage

**Saint John the Baptist –
Pastoral Outreach Commission
Monthly Meeting Minutes**

- c. Advent Party on Saturday, Dec 14 at 1:00-3:30PM; **Action Item:** Needs volunteers
- 6. **Eucharistic Ministry-** Commissioning of new & Recommissioning of existing Eucharistic Ministers
 - a. Date: Saturday, November 23 with lunch
 - b. Fr. Derek will teach the roles of the EM & even show them how to purify pix at home
 - c. He also will give them spiritual training on leading prayers with people.
 - d. This is a chance to encourage them in this Ministry. Fr. Derek has a booklet of blessings for each participant.

D. Old Business:

1. All Saints Party

- a. Date: Oct. 30 at 6:20PM (Trick or Treat)
- b. Set-up of POC table is at 3:00- 5:00PM
- c. Volunteers: Painting the 325 clementines- Cheryl, Joni, Louie & Socchie; Manning the table: Carolyn, Louie & Socchie
- d. Other POC Ministries with separate tables: SVdP, Respect Life, Sharing & Caring Hands

2. Core Commitment Drive- Ministry Fair (Theme: Grateful Hearts Growing Together)

- a. Date: Nov 16-17
- b. Ministries: Able Fix-It, Faithfully Fit, Kidz Closet, Quilters, Respect Life, Rochester Medical Mission
- c. Prepare: signage, brochures (what the ministry does)

3. 2024-2025 Fiscal Year-End Statistics -

- a. The 2024-2025 POC Year-End worksheet was presented to get liaison’s input and changes.
Action Item:
 - Share the worksheet with the Coordinators of your Ministries for the ideal measures of the items reported.
 - Socchie will edit the worksheet as per changes from the Ministries.
 - We will request Joseph to post the final approved copy on the SJB web where all liaisons will be able to access & edit it.
- b. The schedule of quarterly submissions:

FISCAL QUARTER	THREE-MONTH PERIOD	DUE ON
Q1	Jan-March	April
Q2	Apr-June	July
Q3	Jul-Sept	October
Q4	Oct-Dec	January

4. 2024 Bulletin Shorts

MONTH	MINISTRY	COMMENTS
October	Sharing & Caring hands	Cheryl
November		
December		

Saint John the Baptist – Pastoral Outreach Commission Monthly Meeting Minutes

January	Faithfully Fit	Jean
---------	----------------	------

5. Silent Auction Update-

ACTION ITEM: Check with the Silent Auction Team of the SJB Fall Fest the actual amount the POC's Wine & Dinner 'Tuxedo' basket was sold.

6. Review Ministry/Liaisons' List

NO.	MINISTRY	COORDINATOR/S	LIAISON/S
1	Able Fix- It	Corey Ebbers & Don Brown	Carolyn
2	Branch III	Claudia MCKeown	Cheryl
3	- Catholic Charities		
4	Caregivers Support	Mary Kohlhaas	Socchie
5	Community Support Center	Bill Spitzmueller	Marie
6	- Compassion Clinic		Marie
7	+Divine Mercy Prayer Ministry	Jean Koslowski	Carolyn
8	Eucharistic Ministry Homebound	Mary Kohlhaas	Mary
9	EM Hospitals		
10	EM Nursing Homes		
11	Faithfully Fit	Mary Hartz & Joanne Lundak	Jean
12	Food Shelf	Jerry & Betty Lou Elfert	Nilo
13	Growing thru Loss	Margie Alexander	Marie
14	+Journeying through Grief	Anne McDonald	Louie & Socchie
15	Kidz Closet	Jacque Schmitz	Joni
16	Meals on Wheels	Marian Briggs	No Need
17	Missions: Building Bridges Liberia, Mary's Meals	Naomi Hard, Mary Kohlhaas	
18	Quilters	Helen Houle	Joni
19	Respect Life	Jacque Schmitz	Jean
20	- Rochester Medical Mission	Mary Kohlhaas	
21	Sharing & Caring Hands	Marty Schutz	Cheryl
22	St. Vincent the Paul	Joe Jansen	Louie
23	Widows/Widowers	Mary Kohlhaas	
24	+Wounded Hearts	Anne Keller	Jean
25	Young at Heart	Mary Kohlhaas & Team	

E. New Business:

1. **Review & update of the [PLC Goals Workbook 2023-2024](#)** create 2024-2025 Goals
 - a. Add: copies of some items from 2023-2024 Goals, the POC Stats quarterly submission, update 2024-2025 POC List of Members details, etc.
 - b. **ACTION ITEM:** Socchie to clean up the added 2024-2025 items

Saint John the Baptist – Pastoral Outreach Commission Monthly Meeting Minutes

2. Sharing & Caring Hands-

ACTION ITEM: Ask Commission groups to bring hygiene bags

- a. This drive was moved to the month of November
- b. Summary of the collection will be discussed at the December POC meeting.
- c. Prize for the Commission who brings the most

3. All Souls Day Mass- Nov. 2 at 8:30AM.

4. Liaison's Reports: 2024 QTR4 Calendar

DATE	EVENT	MINISTRY	COMMENTS
Oct 26-27	Pack the Pews	SJB	Invite friends & parishioners to come to Mass
Oct 26	Mass with Archbishop Hebda & visiting priests (Fr. Michael Scluzacek, Fr. Joseph & Fr. Jasper) 4:30PM	SJB	
Oct 30	All Saints Party (Trick or Treat 6:30PM-7:30PM)	SJB	Needs volunteers (to set-up table at 3-5PM)
Nov 1	Masses- 8:30AM, 5:30PM & 7:00PM	SJB	
Nov 2	All Souls Mass (8:30AM)	SJB	
Nov 9	Compassion Clinic (Roseville)		Needs volunteers
Nov 9	Anointing Mass (10:30AM)	POC	Needs volunteers
Nov 14	Journey through Grief (7:00PM)	JtG	
Nov 16	Start of the new Ministry for Healthcare	POC	Fr. Derek
Nov 16-17	Core Commitment Drive- Ministry Fair	POC	Needs volunteers
Nov 19	Next PLC_POC Meeting (5:30PM)	PLC/POC	
Nov 23	EMHC Commissioning	EM	Recruit new EMHC
Dec 1	Curanotis training (1:00PM)	POC	Add to attendees: Jean & Joni
Dec 5	2024 Oct 22 POC Minutes submission to Joseph	POC	Socchie: In progress
Nov- Dec	Hygiene Bags & Blankets Drive (winter)	S&CH	Commission Groups
Dec 1	Mercy Reins at Stillwater	Y@H	Needs volunteers
Dec 7	Shrine of Our Lady of Guadalupe Pilgrimage	SJB	Register for the bus
Dec 10	Next PLC_POC Meeting (5:30PM)	PLC/POC	
Dec 14	Advent Party (1:00-3:30PM)	Y@H	Needs volunteers
Dec	Due: Ministry 2024 QTR4 Statistical Report	POC	Coordinate with Min Coord

F. Three+ items for PLC

1. Curanotis Implementation & Training

**Saint John the Baptist –
Pastoral Outreach Commission
Monthly Meeting Minutes**

2. Re-vetting Missions & vetting FOCUS.
3. Commissioning new & re-commissioning existing EM's.

Closing prayer: Jean

Next Meeting: November 19

2024-2025 PLC_POC Meeting Dates: Dec 10, Jan 21, Feb 18, Mar 18, Apr 22, May 20, June 10

Minutes recorded by:
Socchie Fondevilla

Minutes approved by:
Marie Zimmerman- POC Chair