

Saint John the Baptist – Pastoral Outreach Commission Monthly Meeting Minutes

Date:	Tues., Sept 16, 2025, 6:30pm	Recorder	Socchie Fondevilla	Chair:	Nilo Asilo
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Member/Attendee	Present	Member/Attendee	Present
Nilo Asilo (Chairman)	X	<i>Mark Hammer</i>	X
Mary Kohlhaas (Staff Liaison)	X	<i>Brad Kadrie</i>	X
Fr. Derek Gilde (Staff)		<i>Ed Aylward</i>	X
Jeannie Koslowski	X	<i>Jean Wagener</i>	X
Socchie Fondevilla	X	Molly Drawn (PLC- Guest)	X
Louie Fondevilla	X		

A. Opening Prayer: Brad

B. Tonight's Agenda of the Meeting (with added items) was approved.

C. Welcome new/possible members- Introduction

Member	Position/Liaison/Others	New Member/Guest	
Nilo Asilo	2- years, POC Chairman, Food Shelf, Missions: Vetting Team, KoC & Watchmen member	<i>Mark Hammer</i>	6-years with Parish Dev Comm'n, He continues his departed wife's wish to serve the Church & started Pastoral Care. Continuously helping grow funds in PDC's Endowment Program
Mary Kohlhaas	12 years - POC Coordinator/3 EM's, Missions, Widows & Widowers, Young at Heart	<i>Brad Kadrie</i>	President of Legion of Mary, Parish member since 1985. Joining the Grief Ministry
Jeannie Koslowski	Was a member of Discipleship & Mission. 3-years w/ POC- Divine Mercy Prayer Team, Faithfully Fit, Healing Wounded Hearts, Respect Life	<i>Ed Aylward</i>	St. Vincent de Paul Society VP; EMHC, Lector
Socchie Fondevilla	4 th year- Recorder, EMHC, Caregivers, Journeying through Grief, SET, SVDP, Choir, Legion of Mary auxiliary member, Catechist,	<i>Jean Wagener</i>	Has a heartfelt feeling for Respect Life, joined Planned Parenthood prayer rallies, love St. John's families and the children, does the Expectant Parents' blessings, Small Group member
Louie Fondevilla	4 th year- St. Vincent de Paul, EMHC, SET, KoC & Watchmen, Legion of Mary's auxiliary, Choir	Molly Drawn	PLC, Co-Chair for School Advisory, Joined Pastoral Care & goes 2x a week to Homebound couple,

D. Pastoral Ministry Coordinator Update:

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1. Offsite Eucharistic Ministers' go-bag

- a. **ACTION ITEM:** There are 50 EM's go-bag ready for the priests' blessings
- b. Contents of each go-bag: a crucifix with stand, pix with bag, a purificator (cross was embroidered by Mary's sister) and a corporal, EM Service Guide and copies of EM Outline for the Service. Add hand sanitizer
- c. Cleaning the pix after each service with the purificator
- d. **ACTION ITEM:** *Proper procedure of washing of purificators is the 'traditional care' outlined in "Redemptionis Sacramentum" (2004, no. 120): "Let Pastors take care that the linens for the sacred table, especially those which will receive the sacred species, are always kept clean and that they are washed in the traditional way. It is praiseworthy for this to be done by pouring the water from the first washing, done by hand, into the church's **sacrarium** or into the ground in a suitable place. After this a second washing can be done in the usual way."*
- e. No need for Go-bag Inventory- no need to number the bags nor keep a log of who's been issued the bag.

2. Curanotis- Extra-ordinary Ministers of the Holy Communion (EMHC)

- a. Curanotis is the new electronic tool or application to check-in EM. It is for entering into data of the services rendered by EMHC volunteers which include the date of visit, the assigned facilities and each attendee's details. If they want anointing or needs of quilts, use this tool.
- b. Jean & Joni are currently managing the system and giving training to new EMHC

3. Recent Morning of Healing – On Saturday, Sept. 6 'the Holy Spirit showed up'

- a. Mary delivered a very inviting and inspiring Introduction
- b. Father Derek spoke about bringing it to prayers, listening to God's message of compassion, through Jesus and the Blessed Mother. To those who are suffering and His desire to give His blessings of healing. Beautiful music which helped in meditation was rendered by Andy.
- c. There was Adoration of the Holy Sacrament, with the Mass as the Highlight. It's different from the Anointing Mass (which we do twice a year and with the anointing oil) since it's not just for those who are old and infirmed, or physically sick but Morning of healing is open anybody who wants healing of body, soul, spirit, emotional trauma and psychological being.
- d. There were 70 attendees of ages ranging from young to adult to elderly to families. One word they used to describe the healing afterwards was 'beautiful', it was calm and peaceful.
- e. This kind of Healing Retreat, which lasted for three hours, is planned in the future to be held twice a year for our Parishioners.
- f. There were tables at St. Paul's Hall of the POC's Healing Ministries like Divine Mercy Prayer Ministry, Infertility, Divorced Ministry, Faith & Recovery, Wounded Hearts and Journeying through Grief.
- g. **ACTION ITEM:** Future announcements will be in the School Bulletin too, as information for school parents.

4. Mary's Meals Dinner at St. John's

- a. Date: Thursday, Oct. 9 at 5:30 Silent Auction; 6:30 Dinner
- b. Price & Reservation Details: See flyer
- c. **ACTION ITEM:** Join and reserve a table for a discount. Jean's table is now full.

5. Report on funds for Cake Walk for Fall Fest

- a. History: A POC member, years ago, would like us to have a table to serve coffee, tea and cookies on our Fall Fest. Problem: We did not have enough manpower for the stand in 3-days

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- b. That year, the Cake Walk was an American Heritage Girls' project.
- c. This year the Fall Fest leader asked if POC could help with the fund-raising part. Funds raised: \$1,177 and she sent a letter for \$30 gift card from Perkins.

E. Old Business:

1. **Update 2025 POC [Goals Worksheet](#) – ACTION ITEMS:**
 - a. All are encouraged to review POC Goals and catch missing information
 - b. Note those goals we've completed and mark the ones forward moving to this year
2. **Website Update**
 - a. **ACTION ITEM:** All can look at the website and may submit their ideas
 - b. The ministries are listed in two places on the website.
 - They are on our Pastoral Outreach homepage: <https://stjohnnb.com/about-us/church-governance/pastoral-outreach-commission/>
 - under Community Outreach: <https://stjohnnb.com/community-outreach/>
3. **Marketing –**
 - a. Parish Ministry for Marketing (PMM) will be responsible in updating the meeting spaces/rooms to look nicer & functional, like installing tv's, changing the religious images in the rooms, etc.
 - b. For POC's marketing, like all other commissions, we need to come together on how we present ourselves in flyers. We have only so many funds we can use, and so many colors to choose from. They just want it to look more like St. John's. We are not encouraged to use photo clips; we are to use photos from St. John's in the background, like when you're giving examples. Joseph must walk Mary through with the marketing guidelines.
 - c. We must put our flyers together and Joseph will work with us on what the guideline means. All commissions will be collaborating with PMM regarding their marketing.
4. **Missions: Vetting Process**
 - a. The Vetting Process goes through POC to approve any mission that wants to be out there and be supported by our Parish
 - b. We need to vet them and say we believe we've checked their finances, we believe their standards are in place and that we can support them. Otherwise, we can't do anything if they can't give us their paperwork.
5. **On- Boarding Packet for New Members**
 - a. **POC's Mission Statement-** *To engage the Parish community and surrounding community in the mission of the Church and to continue the work of Christ in caring for those in need of physical, emotional, or spiritual care throughout its Ministries*
 - b. POC's By-Laws & Constitutions are for review and Fr. Paul's approval, upon PLC's advice. This item is a pending part of our goals.
 - c. **ACTION ITEM:** As potential new members are discerning to be in POC, look over the listing of the Ministries and their liaisons, if there are any that are blank, consider choosing one or two Ministries
 - d. As liaisons, we work with the Ministries Coordinators what they need, bring those to the attention of PLC and in gathering information of its activities or events, and we publish them

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on the Bulletin monthly. We collect from them quarterly statistical data from their Ministries, such as number of donations like hygiene bags, socks, food items, etc. **Year- end Statistics:** By the end of the year, all this data is reported to Father Paul for his annual financial reporting.

F. New Business

- 1. Recorder’s Report of the previous PLC Discussions at the start of POC’s meeting**
 - a. **ACTION ITEM:** POC Recorder will start on our October meeting before the approval of the agenda
- 2. World Mission Sunday- Oct. 18-19 ACTION ITEMS:**
 - a. We’ll setup information tables on St. Paul’s Hall for the Bridging Liberia and the Mary’s Meals
 - b. We will add some other Saint Paul Outreach Parishioners who might want to be highlighted
 - c. For hospitality, we’re planning for cultural foods from the Philippines, the Hmong, Africa, and Brazil. Father Paul will talk to the Lebanese, Sis. Rose will be contacted on the Vietnam community. If anybody know any Hispanic in the Parish.
- 3. Check in with Ministries again – ACTION ITEMS:**
 - a. Review with members the List of the 25 POC Ministries
 - b. Prepare to assign liaison to Ministries missing ones
- 4. Spring Pilgrimage-**
 - a. **ACTION ITEM:** Discerning where to go
 - b. Theme of the Pilgrimage
- 5. PLC Question: In light of the things that have happened in the last few weeks, how are you doing?**
 - a. Most of us are reminded to say prayers for each other and to all members of their families with medical issues, especially for Karen Kazcor, for those who have undergone and are going for surgeries.
 - b. Some shared their prayers (Divine Mercy, Rosary) for the loved ones who were dying and for those they’ve lost lately.
 - c. One had a glory story about the members of family from out of the State who had a thanksgiving family prayer here for the good results of the brain scan
 - d. ‘Please help me to pray for Charlie Kirk, for our nation and peace in the world.’
 - e. All of us have hearts filled with gratitude and praises to God for whatever comes our way.

G. Three+ items for PLC

1. Eucharistic Ministers’ go-bag
2. World Mission Sunday- Oct. 18-19
3. Recent Morning Healing recap, future.

Closing prayer: Mary

Next Meeting: October 21

2025-2026 PLC_POC Meeting Dates: Nov.18, Dec.9, Jan.20, Feb.17, Mar.17, Apr.21, May 19, Jun 16

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Minutes approved by:
Nilo Asilo - POC Chairman

Minutes recorded by:
Socchie Fondevilla