

Pastoral Council Minutes – April 12, 2011 - 7:00PM

In attendance: James Herrera, Helen Goff, Rafael Manriquez, Felipe Sayago, Todd Schmit, John Krebsbach, Lani Vandehey, Fr. Jeff Meeuwsen, Rafael Anaya, Michelle Tunnell (Admin. Ass't./Recorder)

Absent: Thuy-Nga Casey

Admin. Council Representative: Alex Doyle

Attachments: Bilingual Welcome Letter Draft (Michelle); Proposal for Welcoming Newcomers (Helen); Ministry Listings: Ministries, Hispanic Ministries, & Updated Ministries Spreadsheet (James); E-mail from Thuy-Nga with Newcomer Welcoming Information from Holy Trinity; hard copy of Archdiocesan Capital Campaign PowerPoint Slides.

Meeting called to order at: 7:11pm

1. Opening Reading and Reflection – Fr. Jeff

Washing of the feet Gospel for Holy Thursday: John 13:1-15

•Words or phrases that stood out to us:

- “*washed*”
- “*You are clean.*”
- “*He loved them to the end.*”
- “*...inheritance...*”
- “*Not all (of you) are clean.*”
- “*...You should also do.*”

•How the passage speaks to us today:

--The theme of washing came up a lot today when he went to visit his mom. The boys have been getting really dirty--so much so that the drained tub still had dirt at the bottom, which was actually quite funny! As Holy Week approaches, we think of being washed with our baptism and how much dirt will be left in the proverbial “tub” when Jesus purifies us at the end of time!

--In Jesus’ time, the streets were like open sewers, and people got that all over their feet because of the sandals they wore. Here we see Jesus demonstrate humility not only by kneeling, but also by cleaning something really filthy and “icky.” Her cousins-in-law had a foot-washing ceremony at their wedding to demonstrate mutual humility and submission. That couple has faced a lot of trials over the years, but that image/covenant that they established has undoubtedly helped sustain them.

--“*He loved His own and He loved them till the end.*” We’re often tested by those we love the most.

--This was an extreme act of humility.

--Thinking of what St. Peter tried to refuse—to let Jesus wash his feet—we're trying to refuse to listen to the Word of God. We have the Bible available to us. We don't help each other. We still don't "get" it.

--It's amazing to think of what world was like before Jesus came to teach us to be humble and to provide a role model for us. He was King of the Universe. No king behaved like that in those days. He gave and gave instead of demanding respect.

--*"What I'm doing now, you do not understand."*—when Peter initially refused to have his feet washed. He was really tired Saturday at the Hispanic weekend retreat and was reminded of this phrase. Jesus will give the answer later--in *His* time. His wife asked him if he would go walking with her afterward, and he didn't know what to expect and was told to pray on the way home. His fatigue was lifted by the time he got there. We don't understand all that Jesus does until the end. For a lot of people, it's too late, because we don't pay attention and refuse Him.

--We have to be humble. We are brothers in Christ. We also need to help and bring in our brothers who do *not* know Christ.

--We learn things later that we didn't realize at the time—sometimes it's regret, sometimes it's revelation. We are to be an example to influence others. We need to be aware of our influence on others, which will bear fruit later.

--You must also do for each other... God has given us power in His spirit to go out into the world.

2. Approval of March minutes - Todd

Minutes approved unanimously among those present as submitted.

3. Admin Council Report - Alex

•Financial Report-We're about \$7,700 (as of the end of Feb.) in the black due to the Italian Dinner. By the end of the fiscal year, we should end between \$17-18K ahead of budget. We still had to pay school subsidies as of last meeting—which we did last week.

•Maintenance Committee—A lot has been going on, and they are doing outstanding work. As of last meeting, they were planning for the 4/2/11 work party. The idea was to organize and inventory the boiler room storage area.

•They gave a to-date recap. of the Italian Dinner. We're estimating a net income of \$8,100. There were still some outstanding invoices at that time. We didn't run out of hot water! They're talking about a 2nd outside water heater station.

•The Budget Committee has met 2x now and is moving along with the process. We have an issue with the possibility of Vermont Hills leaving. Fr. Jeff still hasn't met with them. The Admin Council formed an Ad Hoc committee for possible

uses for the school. They've had their 1st meeting since then. They've come up with several suggestions—including a Catholic pre-school or school.

- Fr. Jeff commended Alan VanDyke on the 3 new kitchen carts he fabricated. They have bigger, heavier wheels to better hold tamale buckets and other heavy items.

- They talked about the Archdiocesan Capital Campaign (see agenda item #4 below).

- They identified a chair for the 2011 Holiday Bazaar: Anna Ronek. Lani had followed up with her per a suggestion, and Anna was grateful that Lani had asked. She's already been a vendor and knows about the event and what it needs. Sue Cool may be a co-chair.

- The kitchen improvement funded through the Paddle Bid at the Dinner Auction is in process. They are working on drawings for new shelving and stainless steel countertops. They're also talking about improving the ambiance in the bathrooms.

- They'll review the rental policy at the April or May meetings depending on what's going on with the school.

- The Little League team is now playing at the baseball field.

- Sheila has discovered a new envelope company for the offertory program that will save us \$1,500/year. We'll also get junior envelopes if they come in bulk. They'll be treated like cash. It'll be a teaching tool and not posted to the parents' accounts. (The kids can also note how they're donating their time and talent.) They found some in Spanish. The regular offertory envelopes will come bound (neat, tidy format) quarterly.

- They'll revitalize the Stewardship Committee-starting next meeting. They had approved the Strategic Plan.

4. Archdiocesan Capital Campaign – Alex Doyle [See hard copy of slides.]

- This is already underway. Some people may have already rec'd. their packets in the mail—actually, everybody on the Pastoral Council has. The campaign's theme is "*Sharing our faith, shaping our future.*" They showed the DVD at Mass. Fr. Jeff translated the gist of it at the Spanish Mass.

- As representatives of the church leadership, the Council members will get a lot of questions. This is our opportunity to strengthen the evangelization of the Archdiocese and its greatest needs [4 pillars: priest formation/seminarian training; retired priests; catholic education (tuition assistance-Diocesan grade schools)/faith formation (including the MAPM program); and our own local parish needs]. For our own needs, we made a list of maintenance items and pastoral/ministerial needs.

- We've been requested to contribute \$437,010 over 5-years as a parish. It's a \$50 million 5-year goal Archdiocese-wide.

- Alex gave statistics of the urgent needs in each of the 4 areas. We have a few other men discerning the diaconate in our parish besides John Krebsbach. Fr. Jeff would like to support them too.

- We'll receive 25% of the funds up to our goal. When we exceed our goal, 50% over and above that will come back to the Parish (\$0.50 per every \$1).

- They put together a FAQ. The funds won't be used to pay litigation costs. They'll be protected against future litigations (i.e. it's a separate 501-C corporation, managed by a separate Board). Donations have to be used for stated purposes. They are endowments. The idea is for the principal to remain intact.

- They will suspend the ACA this year for 2011. It'll start up again in 2012. There are more retired priests and two times the seminarians since 2007, so the current ACA process isn't meeting the immediate need any more.

- Donations can be anonymous. They do, however, have to go out to as many substantial donors as possible and meet them in person. They'll ask them for a specific pledge but will celebrate whatever gift they give. You can direct your gift to a specific need in the campaign. This is not in lieu of but in addition to your weekly offertory gift. There are payment options. You can do a 1-time commitment or a 10-year commitment. As an endowment, the impact will last longer than 5 years.

- Each parish has its own goal, which is roughly 1.2 times the 3-year average of the parish's offertory. Parishes won't be assessed if they fall short. Reaching the goal is an equally shared responsibility. The pledge is not legally binding but is needed to assure the long-term support of the Archdiocese.

They collect 95% of all pledges. Alex showed a gift chart with sample breakdowns (by year, quarter, month, week). He had sample back-up data.

- Action item**: Alex will send the PowerPoint format to Board members.

- We need to participate as the parish leadership—both by our financial support and to explain its importance to parishioners. Alex is available as resource. The Steier Group (professional fund-raisers) put together this campaign, which was 4 years in the works; it has been implemented in waves (pilot, Wave I that began in southern Oregon, Wave II & III done simultaneously).

- Todd got some feedback that some people were put off by the dollar amounts requested. The in-home visits are new and might have some resistance. A personal visit does not mean that they have to meet at their *home*—it can be at Sunday's Coffee and Donuts and during group presentations. The amounts requested had a statistical foundation. If everyone gave what was requested, we'd probably raise over \$2 million.

- They categorized 4 levels of donors. Some people may give more and some less. If we ask in respect as adults, hopefully peoples' anxiety will go down. This is not a new situation in the church; St. Paul collected to help the Church of Jerusalem!

- We're trying to get the word out and explain the need, in order to help people get past their objections and find a manageable level for them. It's relatively confidential—between you and the Lord.

- We want to make sure this doesn't have an impact on our own collection for the parish. We'll continue with the Building and Maintenance envelopes.

- The Pastoral Council can be a sounding board. Let the Campaign committee know your concerns. Fr. Jeff wants to celebrate *every* gift—small and large. We're building the Kingdom of God in Western Oregon.

- Action items:** Read the packets. We'll need to collaborate on educating the Hispanic Community.

- We said the Capital Campaign prayer.

5. Action items per Master Plan

a. Review list of ministries –

i. Lists provided by James (see attachments)

- Todd had made the grid. James updated it and separated out the Hispanic ministries. Heather helped him with a Hispanic Ministries list from what she knew and could gather.

The 3rd list includes Youth Ministry, Newman Groups, and R.E. The purpose was to capture what is currently active and what is no longer active.

- We should review it and consolidate the data somehow into one document. James added additional info. (dates the groups meet, the contact people). Perhaps we could put the info. into a single spreadsheet w/columns and post it on the Web too.

- Action Items:** We need everybody to scrutinize it and make sure we've accounted for everything, that nothing is missing, & make needed corrections.

Let's review and provide feedback by e-mail in the next couple of weeks. Todd will work on a consolidated list to review at the next meeting.

- As a group, we'll examine them in light of the criteria at the top of the page. *Do we need to activate a new group, consolidate, or eliminate?* We should probably do this annually & vote if the various ministries are active and doing what we want them to do. We'll invite the coordinators to present at the Council meetings and update on what they're doing. We need to keep some items that are

non-active as place-holders if we are able to bring them back at some point (i.e. the Parish Campout).

b. Pentecost – Ministry Sunday outreach

- It's already scheduled in the Hall on June 12.

- We need to start planning. Each of the groups or ministries could have a table or poster and be present to answer questions. *Is the purpose to recruit (i.e. EM's) or to show the possibilities for people to participate? Both?*

- People may not volunteer w/o a personal invitation. That proved to be true with the last EM training.

- One goal is to show the breadth of the Parish to the people—expose people to the whole “list.” Some ministries may need to recruit more—i.e. Family Bridge, SVdP.

- Do we have enough time to prepare this by Pentecost, or should we wait until the fall? Would much preparation be needed? Materials used?*

- The Council could craft a letter of proposal of our intentions to the various ministry groups and ask for their feedback/suggestions.

- The first event may not be as successful as subsequent ones until we've had some “practice.”

- People may be more geared up to try new things in the fall vs. the beginning of summer.

- Each ministry could make it what they wanted it to be. We'd have both the Hispanic and Anglo communities participate at the same time.

- Action Items:** We'll plan this for the fall. Michelle will take the existing date off the activity/room use calendar. We need to talk to Heather to coordinate proposed date. (The picnic is in afternoon after RE, so it shouldn't be a conflict.)

We could coordinate this with the Parish Picnic. We should choose the date for the picnic soon.

The Mexican Dinner and Family Bridge are probably both on the 25th of September.

Fr. Jeff will need a couple of dates to try to reserve Rogers Park: Aug. 28, Sept. 11, Sept. 18.

Todd will draft some thoughts for a letter and communicate it to the Council via e-mail exchange.

c. Parish Program Review -

- i. Determine method

Ministry Outreach Day—See above agenda item.

6. Welcoming Committee – follow up from last month

a. Proposal from Helen—See handout.

•Thuy-Nga had e-mailed about Holy Trinity's procedures. They have an on-line registration process. They provide a new member packet w/ an introduction to the Staff, ministry opportunities, welcome letters, financial support options, a blessing for the home, and registration options.

•St. Matthew's: Maggie Stopka says that “they have a dream.” They have newcomers fill out a registration form and direct them to the coordinators of the various ministries. Their dream is to develop a packet and meet w/new parishioners 3-4 times a year.

•Helen's proposed idea: Assemble a packet (see list of potential items in her handout) and have them pick it up or mail it to them; have somebody from the Welcoming Committee call and answer ?'s and organize a get-together; provide them with Prayer Time booklets and/or a rosary booklet. We could also include a coupon for tamales or a pancake breakfast and a list of social events/calendar of events (incl. Mass times).

•We could do an updated resource guide. The example from St. Mary's had event pictures.

•**Action Items**: We need to identify a resource/person to help facilitate this. Michelle will e-mail the most recent Resource Guide 2009 to the Council members as a starting point. We could solicit pictures from parishioners; that way they could take more ownership. We will need to explore a Spanish version after we decide on the content—which may not be an exact translation of the English version. (Keep it pertinent to the Hispanic Community.)

b. Welcome letter – Michelle

While we're working on a more long-term solution, she compiled 33 welcome packets to-date since last meeting (for both those who requested on the Census card and newly registered parishioners) with a pen, a magnet, a Coffee & Donuts coupon, and this letter and mailed them April 6th. (We are now out of St. Anthony pens.)

7. Elections & Nominations Planning

a. May 22nd is the tentative date. Fr. Jeff will go before the Parish and ask for nominations. This will be the same process with the cards as last year. The Parish will give him nominations, and he'll take the top handful and contact those people personally to see if they accept the nomination. He would like names from the Pastoral Council as well.

•**Action Items**: E-mail him and let him know in writing if you're stepping down. Todd's term expires, but the other Council members are still in their 3-year term. Submit suggestions prior to next meeting. During the June meeting, we'll select the new members. Todd will give a nomination to Fr. Jeff as part of his responsibility as an exiting member.

•The Admin. Council nominations will be the following week (May 29).

8. Meeting Dates & Times

a. May Vicariate Meeting –

i. Date Changed May 18th 19th @ St Matthews 7pm

b. Admin Council Rep – Who is going?--Todd

9. Other Items for the Good of the Order:

•Helen: She wishes the Hispanic musicians would come to the 9:30am Anglo Mass to share and add a little liturgical variety. Rafael Anaya's teen group is performing at Holy Thursday. Heather is helping them with the rhythm.

•Fr. Jeff: It hasn't been made public to the whole Parish yet, but Deborah will be leaving as Youth Minister on 6/25/11 to go to the Peace Corps. She'll announce that to the Parish in a couple of weeks. He's in the process of looking for a new Youth Coordinator, bilingual preferred. He's gotten 10 résumés already—the job is posted on Catholic Jobs.com. He'll probably close the date May 1. He hopes to have the person lined up soon. We're in a holding pattern for the Hispanic Coordinator—waiting for one final item.

• Next fall—in late August--we'll have a new seminarian—who is to be ordained Deacon May 21 (Arturo Romero). We'll put that in the bulletin. We'll organize a carpool when James is ordained.

• Todd is still working on the statues for the church and finishing the details for stable platforms. They'll want to announce to the Parish that they'll put them up.

10. Closing Prayer – Fr. Jeff

(We did not do night prayer booklet due to the time.)

11. Adjourn –Meeting adjourned at: 9:04 pm.

Admin Council Attendance 2009-11 3rd Tuesday @ 6:30 pm

July 20, 2010	Tweena
NEW DATE: August 3, 2010	None
September 21, 2010	Todd
October 19, 2010	Felipe
November 16, 2010	John
December 21, 2010	Rafael A—Rafael M went in his place.
January 18, 2011	Helen
February 15, 2011	Rafael M—Rafael Anaya due to 12/21.
March 15, 2011	Tweena
April 19, 2011	Todd
May 17, 2011	Felipe
June 21, 2011	John

Pastoral Council Members & Terms of Service

Date Began Service	Council Member Name	Term Expires
9/2005	Todd Schmit Todd.Schmit@arrisi.com (503) 539-1304	'11
7/2006	Tweena Casey tweena@gmail.com 503-329-2237	'12
5/2009	Felipe Sayago no eml; 503-357-7699	'12
7/2010	Rafael Anaya anaya91377@hotmail.com 503-330-2266	'13
7/2010	Helen Goff pelicanwatcher@hotmail.com 503-359-5058	'13
7/2010	John Krebsbach dr.john@groveweb.net 503-357-5390	'13
7/2010	Rafael Manriquez: rafael.manriquez86@yahoo.com 503-442-5137	'13