

Pastoral Council Minutes – June 14, 2011 - 7:00PM

In attendance: Todd Schmit, Lani Vandehey, Fr. Jeff Meeuwsen, Helen Goff, Felipe Sayago, Rafael Manriquez, Thuy-Nga Casey, John Krebsbach, Arturo Ramirez, Michelle Tunnell (Admin. Ass't./Recorder)

Absent: Rafael Anaya (in Mexico)

Admin. Council Rep.: Lori Pearson

Attachments: St. Anthony Ministry List-Revised Draft, Ministry Review Findings, Recommendations for Welcoming Newcomers, Sample Ministry List and Welcome Letter from Holy Trinity, John Krebsbach's e-mail about the JustFaith program & Overview/Flyer printed from the JustFaith Ministry's Web site

Meeting called to order at: 7:13pm (after agenda/attachment review and while waiting for Fr. Jeff)

1. Opening Reading and Reflection – Todd Schmit

•Scripture Reading: This was initially postponed till later in the agenda; Fr. Jeff was putting away the baptismal font at the beginning of the meeting. We then ran out of time at the end, after discussing the remaining agenda items.

On a side note, the Friday Morning Women's Bible study is looking at doing Lectio Divina as well.

2. Approval of May Minutes

Minutes approved unanimously among those present as submitted.

3. Admin Council Report – Lori P.

•The financial report is good for this last fiscal year-to-date: we are at +\$34K.

•The bad news regarding the budget is for *next* fiscal year, since we won't have renters for the school or a Hispanic Grant. Those two items will eat up this year's profit. They're working on a proposed budget, but they're looking at -\$32K.

They talked about major issues with the shortfall, which primarily has to do with maintenance. We took \$16K out of savings last year; we had some major improvements done on campus.

•School subsidies: we budgeted \$2,100 and spent \$3,400 this year and have \$8,100 budgeted for next year. These families pay out-of-parish tuition, and we cover that and a little more. Part of the thinking is that if you don't have a school, part of your collection isn't going to the school. The positive side is that more of our children are going to Catholic schools.

•They talked about how to keep our buildings maintained by setting aside between 1-3% (annually) of our campus' \$1 million worth for capital improvements => \$10K/year at the 1% level. They decided to set aside 50% of the Building and Maintenance envelope contributions for capital improvements.

•We might be able to cover some other items from the Auction and Paddle Bid. Last year's Paddle Bid projects are currently in progress.

- The Parish Work Party was 6/11/11.
- We still don't have a chair for the Dinner Auction, but Alex has a couple of leads and thinks he can get a resolution before next week's meeting.
- The budget will be approved next week.
- School: Because we are losing our renters, Fr. Jeff asked if he should actively try to get it rented. The Admin. Council wants to have a committee talk about the best usage of building, and there are a lot of maintenance issues, including the boiler, which has frequently been problematic. In the meantime, the whole building will be used for Religious Ed., and we will not be actively seeking renters.
- Per Fr. Jeff, next year's budget was initially a negative budget, and it's going to be more negative than last month's proposal. The overage from this year (A \$0.32 positive budget was originally approved last year!) will cover next year.

4. Ministry Review/Evaluation (See attachments.)

- a. Review list of ministries – Todd filled in additional info. supplied by Lani and Michelle since last meeting and noted to contact the office for areas which still have blanks.

Clarifications:

- The Italian Dinner chair rotates yearly--and he will note that—which is why he didn't put any name in the blank.
- The Coordinator of Hispanic Ministry is listed under the Pastoral Staff instead of under the Hispanic Ministry heading.

Corrections:

- Javier is no longer coordinating the Hispanic EM's. Replace him with Rafael Manriquez.
- Hispanic Lectors-Rafael M.
- Hispanic Altar Servers-Rafael M.
- Heath Outreach (Promotores de Salud)-Aleida Espinoza
- Jessica Crenshaw will be the new Youth Minister--beginning June 26.
- Hispanic Prayer Ministry--add Jorge Monzón (training group 7-9pm Wednesdays) [Cancel the Friday group.]
- Rafael has Monthly Mexican Food Sales to add to the Fund Raiser list for the General Fund. Contacts: Martha Gómez and Ana García.

- b. Review & Approve the Findings Statement (See attachment.)

This recommendation was composed by Todd as a synthesis of the review worksheet and our meeting discussions. As for Family Bridge, we could simply say that we've had somebody (currently Jeff Flaig) step in on a temporary basis.

- Action Items:** Todd will re-word the statement and submit to everyone for approval. This review will need to go in the minutes as one of our

obligations per the Master Plan. We should complete one in June of every year. Fr. Jeff suggests we send a copy to the Admin. Council. We could announce in the bulletin (a separate 'blurb' from the monthly meeting summary) that it's available on the Web site and that some hard copies are in the office. Todd will revise it and work with Michelle to implement this before the end of the month.

5. Welcoming Committee – Helen & Tweena

Proposal:

- They've been discussing this since the April meeting (Helen being gone in May).
- Refer to the four recommendations in the handout.
- These proposed packets would be ready-to-go (i.e. a generic letter).
- Thuy-Nga suggested we have a new parishioner link on our Web site.
- They brought a sample (attached) of a welcoming letter from St. Matthew's.
- Michelle would let the Committee know when there is an inquiry so that they can contact that person.
- Periodic meetings would be determined on how many new-comers we have and how often.

Discussion:

- Since our sponsor page (back of bulletin) is not full, we are currently limited to the number of pages we can have in the bulletin and have it still be free-of-charge to us. Lani suggested a ministry list on the welcoming postcard instead (refer to St. Matthew's sample).
- Thuy-Nga and Helen are hoping the info. will go out to the Parish on a weekly basis. They suggested that we could condense the front cover to create more space and/or just list the Council chairs instead of all the Council members.
- Todd suggested a periodic in-house bulletin insert. Or, we could have a card on the table in the church by the bulletins.
- Fr. Jeff feels we need more sponsors before we augment the bulletin.
- Per Thuy-Nga, St. Matthew's showcases a different sponsor business each week. Other Council members felt that this could get a little delicate, plus some of the current advertisers are not specifically from our parish.
- Should we recommend leads to the bulletin advertising recruiters?*

•We agree that the list should be made available to the Parish.

[We should encourage people to be involved in ministry as part of actively living their Catholic faith.]

- We're in a transitional culture where not all of our age groups go to our Web site for current information.

•Todd proposes that we make a card and initially include it as a bulletin insert and also leave a stack in back of the church to start, plus include it in bulletins again at Christmas and Easter.

- Action Items:** The Committee encourages Fr. Jeff to write a regular column for the bulletin. He'd like to do that for the blog and Web site as well. He would

specifically have to block off time each week for that purpose. He could try to start off monthly. It helps facilitate a sense of community. He will try to write the article on Fridays to submit it to Michelle for the following week's bulletin.

--They'll work with Rafael to do this in Spanish. Rafael could also propose Spanish-speaking members to the Welcoming Committee.

--Fr. Jeff will look into writing a new welcome letter.

--Helen and Thuy-Nga will work with Rafael, Lani, and Michelle and try to have a new packet ready by August, if not sooner.

6. May Vicariate Meeting Review

- Thuy-Nga, John, and Fr. Jeff attended.

- It was co-led by past parishioner Sandy Zajdel and also Fr. Peter Arteaga. They shared current events/issues from each parish and then broke up into small groups. Thuy-Nga was in John's group and Fr. Jeff led another group. They updated each other on challenges faced by each parish and Archdiocesan Capital Campaign activities. i.e.: St. Matthew's is a large parish and doesn't have diocesan priests. John K. told the Council about one of the ordained attorneys he knows who does a lot of the sermons at St. Matthew's.

- Two of their discussion questions were: "*What do you value about being Catholic?*" and "*What do you value about being Church?*"

Some viewed these two questions as being essentially the same, and others interpreted the Church as being broader group uniting others from the greater Christian community.

7. JustFaith Program Introduction – John Krebsbach

Up until recently, John's been involved with social justice mainly in the *periphery* (His wife Pam is involved in SVdP and Family Bridge.). A number of years ago, they had protested at the Dr. Bours' (abortion) clinic as well.

He was mandated to take this JustFaith class as part of his deacon formation. He would like the Parish to experience it too; it's *very powerful*. It has a "turn-key"-type setup. *You will leave a different person than when you started.*

The JustFaith Ministry Web site is www.justfaith.org. Once you're on their site, select JustFaith Program for program overviews and flyer. They try not to have staff involved in the series--since staff tend to be overworked already--but they have sample bulletin articles and announcements available.

He's thinking of starting with 1 group of 8-15 people on a first-come, first-serve basis, and offering it once yearly. It's Catholic Social teaching--not just Social Justice—and includes topics like Human Dignity, Solidarity, and Right to Life. It's a 30-week commitment, 7:00-9:30 on Wednesdays. They'll read 10-12 books and get together for reading, prayer, guest speakers, 2 retreats, immersion projects, etc. A high percentage of people (approx. 90%) become engaged in 2-3 social ministries afterwards, and it's a strong spiritual experience. We see people become similarly engaged in our ministries after our RCIA program. It's formulated to bring about relational bonding.

John will meet with the Admin. Council next week to ask them to approve funding for the 1-time registration fees (\$325 per parish; plus \$265 for the re-usable set of videos). He'll require the participants to pay for their own books (approx. \$145 per individual). He would prefer to ask certain parishioners for scholarships for hardship situations, and the JustFaith program also has some allowances for that. There are 2 sections; it's very intense like a degree. However, he is doing this on top of the Masters program and his job.

It starts in September. He'd be facilitating the program. When we get 8-15 people, he might ask for a co-coordinator. Fr. Jeff recommends it for Arturo's learning agreement. Fr. Jeff and Arturo will discuss that later.

Fr. Jeff has been thinking about this series and liturgy. We typically get money from funerals, and we could put that in a restricted fund for liturgy. It would zero itself out budget-wise. John will talk at Masses, do informational sessions, and submit bulletin articles to publicize it. Holy Trinity and St. Pius X use it too. Some members of the Spanish-speaking community could do this in English. He hopes another leader will take this up for next year. The co-coordinator could lead next year. He'll start to promote it as soon as he gets the registration approved by the Parish.

8. Meeting Dates & Times

- a. Joint Council Meeting – Proposed for Saturday, July 9th 11am-2pm– Fr. Jeff will be gone. *Should we choose July 23, or should he come back early?* He'll ask the Admin. Council and let us know. **For now, we'll say it's on the 9th.**
- b. Admin council Rep – Who is going? => John K. He was scheduled anyway (see below).
- c. **Action Items:** Fr. Jeff will still look into the Parish Picnic scheduling. We could use the baseball fields if we can't get the park. We could use power from the school and play in the ball field. The park is shaded, however. He'll try to arrange it tomorrow. The next Pastoral Council chairperson will have to focus on the Picnic and the ministry aspects of it.

9. Council Members

- a. Selection of new members

Anglo Community: Both the Becky and Jeff Pettit were nominated, but they requested to not serve simultaneously if the other were selected. Jeff Flaig and Sue Cool were also heavily nominated and said they would serve if selected.

Hispanic Community: Rafael Anaya is in Mexico until further notice, working on his Visa renewal. We could select a provisional name to take his place while he is away. Jorge Monzón and Ema Ramos were both willing to serve.

Δ Fr. Jeff therefore decided to select 2 names from the Spanish-speaking Community and 1 from the English-speaking Community.

Selections:

Anglo Community: **Becky Pettit's** name was drawn to replace Todd.

Hispanic Community: **Emma Ramos** (full-time), **Jorge Monzón** (provisional--by default)

b. Selection of Officers for '11-'12

- Thuy-Nga was Vice Chair *this* year.
- Todd has been the Chair for 5 years.

- Non-eligible to be officers: Rafael M. & Todd (both leaving the Council)

- It's a 1-year commitment. The Chair meets with Fr. Jeff to plan 1 week before the meeting. The Vice-Chair runs the mtg. when the Chair cannot.

- Felipe S. asked to not be in the running. Helen G. also declined.
- Helen would be willing to serve as Vice Chair.

Selection of Chair: Thuy-Nga

Selection of Vice-Chair: John K.

10. Other items for the good of the order:

New Coordinator of Youth Ministry: Jessica Crenshaw had been the Coordinator of Youth Ministry in Baker some time ago and is a Steubenville grad.

11. Closing Prayer – Night Prayer (Fr. Jeff)

12. Adjourn

Meeting adjourned at: 9:00pm

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 Outgoing member.	'11
7/2006	Tweena Casey tweena@gmail.com 503-329-2237 Will be the new Chair to replace Todd.	'12
5/2009	Felipe Sayago no eml; 503-357-7699	'12
7/2010	Rafael Anaya anaya91377@hotmail.com 503-330-2266 (Away in Mexico indefinitely.)	'13
7/2010	Helen Goff pelicanwatcher@hotmail.com 503-359-5058	'13
7/2010	John Krebsbach dr.john@groveweb.net 503-357-5390 Will be the new Vice-Chair.	'13
7/2010	Rafael Manriquez: rafael.manriquez86@yahoo.com 503-442-5137; Will be resigning –works here now.	Was '13- now '11
7/2011	Becky Pettit: bec_pettit@hotmail.com (503) 516-2170 (c)	'14
7/2011	Ema Ramos: emmarcardenas@yahoo.com (971) 255-3313	'14
7/2011	Jorge Monzón jorge.monzon1@yahoo.com (971) 322-4396 (Martha); interim to fill in for Rafael A.	'14