

Pastoral Council Minutes – St. Vincent de Paul August 16, 2011

Members Present: Ryan Kaplan, Jean Thoresen, Jim Volp, Fr. Jack, Cindy Pikovsky, Norm Olafson, Kris Hanson, Jeanette Rem, Mark Curwick, Pete Thoresen, Mark Novak, Tim Phenow, Andrew Rem

Communication Protocol:

1. Quick reminder to commissions to post Agenda on GD 1 week prior to meeting and post minutes the Friday following the commission meeting.
2. Anyone still need help with GD please see Mark Curwick (mark@curwick.com)
3. Best practices: Survey your commission and provide feedback to Andrew prior to September meeting.
 - a. **PC Rep:** How often read e-mails? When/where? How access e-mail?
 - b. **PC Rep:** Response---What do you respond to? Only respond to direct question? Read but generally don't respond to anything?
 - c. **Survey your commission:** What's best methods and frequency your commission has found to communicate effectively? Anything you think unique to your commission?
4. Andrew discussed the timing of annual goals and overarching goals with Jerry Roth. Jerry says that there is not a prescribed timeframe to work on overarching goals. He recommends the Pastoral Council maintain a feel for how the Commissions are doing and plan goals from there.
5. The Leadership Development Team is recruiting at least two new members to join Russ Funk, Carolyn Halbur and Molly Schorr. We will utilize Jerry Roth selectively going forward to maximize effectiveness of the Leadership Development Team.

Commission Reports on Goals:

Parish Life(Kris Hanson)

1. Mentor Program

- a. January 2012 anticipate completed exploration of the development of a new member resource (matching new members with existing member) by evaluating similar programs used in other churches. Preliminary discussions have included consideration of past and current SVDP resources for new members.
- b. In a discussion of the welcome dinners it was noted that the people that **did** attend were the ones that really wanted to be connected.
- c. Also discussed were new volunteer opportunities and the need to "find a way for other people to volunteer" so new people would feel welcomed and included if they wanted to help with an activity that already had a long established group of individuals.

2. Welcome Center

- a. Enhance the visibility and function of the welcome center.
- b. Considering interactive TV screen on the wall behind the welcome desk. For funerals it could show a memorial video - on Sundays it might show parish activities. Will work with Brent Reise on what we should look for (functionality) and cost.
- c. Also contemplating other changes to make the space more 'welcoming'
- d. Discussed need to continue efforts to keep the welcome desk visible and assessable - and not blocked by tables etc.

3. Parish Sunday

- a. See handout for details on Objective, Timing and Responsibilities.
- b. A suggestion was made to ask Faith Formation and Education Commission to host on 9/18/11; and Outreach Commission to host on 10/16/11 - the dates these commissions are scheduled to present a 'ministry minute' and staff a table in the gathering space to talk about their commission (Apparently the Worship Commission and Steve B. are in the process of scheduling a Sunday for each commission to present their ministry.)

4. **Multi-Generational program/event**

Seek to establish intergenerational events like Faster than the Pastor where there is a broad range of ages. Our action plan will explore future/additional possibilities to build community among the wide-range of generations at SVDP.

5. **Stewardship**

- a. Develop strategy to motivate pre-teens and teens to assume the responsibility of stewardship with an emphasis on time and talent in a way that the outcome equals a lifetime expression of faith in actions.
- b. Discussed integration of stewardship initiatives into the confirmation process and/or community.
- c. Also discussed opportunities for collaborations with the Finance, Outreach and Faith Formation Commissions.

Worship(Jeanette Rem)

1. **Introduction of new missal:**

- a) Already published an article in the Voice.
- b) 5 week course (Mass 101) will be offered.
- c) Rollout to parish on screens 10/27?
- d) Rollout of Cards to use in pews along with screens 11/26-27
- e) Rob Glover (sp) to give presentation open to entire parish regarding new music on 9/17 from 9:30-12:00. An announcement will be in bulletin a few weeks prior and a table set up in the entryway 1 week prior.

2. **Music:**

- a) Music survey will be fine tuned by Cindy Scott and on 9/10 Steve Barnhardt and Larry Phenow will be presenting the finished survey to all the Music Directors.
- b) Steve Barnhardt will talk to Jackie regarding music notes added to the screens.
- c) Commission weekends: discussed that commission will each have a weekend to show off there Commission through ministry minutes, table presentations in the gathering space, and/or host donuts.

3. **Art/environment** will change as we draw closer to fall.

Finance & Administration(Pete Thoresen)

1. **Administrative Goals**

- a) HR Manual for parish staff – Norm will put an item in the Bulletin to recruit help to get this completed.
- b) Facility Scheduling/Policy – Doug Tigner is surveying staff to arrive at specifications for a software recommendation.

2. **Stewardship Committee** Mark Novak reported that the F&A commission (in conjunction with the F&A Commissions approved goal) recommends a separate Stewardship Committee. It would not come under the F&A Commission but rather report directly to the PC.

- a) Mark Novak, Mike Foster and Norm Olafson would work to get this committee established.
- b) It would pursue the newly released Archdiocesan guidelines for Stewardship in the parish.
- c) It would seek membership from all commissions as well as outside parishioners.
- d) This committee would cross all commissions but a major objective would focus on parishioner involvement helping them to discover and uncover their talents and passions.
- e) Possibly even change the committees name away from Stewardship since it too often is associated with financial giving.

3. **Communication** – A communication matrix has been developed and the next step is to evaluate communication from the Finance & Admin Commission, attempting to addressing accurately the most important stakeholder concerns.

Outreach(Jean Thoresen)

1. **Education:** Our objective is to increase awareness on what we do. The Commission is focused on educating parishioners, but first commission members and volunteers themselves, on all the ministries within the Outreach commission.
2. **Communication:** Commission members meet regularly with the coordinators of the ministries as part of this educational process. This objective includes creating and Outreach handbook describing involvement opportunities, and holding a Ministry Fair.

Formation & Education(Cindy Pikovsky)

1. **Stewardship for Kids:** focusing on 1st and 2nd graders – special envelopes are ordered for this group as a study group. The envelopes focus not just on money, but also expressing how the children give of their time and talent. Additionally, the Commission is introducing a book to help this group understand stewardship. The book can be read in class in 20 minutes followed by discussion.
2. **Social Networking:** This goal has not had significant progress because the Commission needs input from someone with expertise in this area. Any assistance here would be welcome. "Tweet Catholic" is an example of Social Network, but likely others out there. Our objective is to familiarize with what is out there and how our parish might utilize it.
3. **Commission Education:** Reading "Our Hearts are Burning"

Proxy Request for Land Acquisition: Jim Volp and Tim Phenow, parish trustees, were present to inform and take any questions regarding the parish's intention to request a proxy from the Archdiocese to go ahead and negotiate to purchase the 10 acres immediately to the north and adjoining parish property. The property is held by TCF, which has recently repossessed the acreage surrounding the parish from the Hoyt Partnership. There are no specific plans for the property if it is purchased. The parish will go ahead to seek the proxy for a price up to \$1 million.

Pastor's Report:

Fr. Jack mentioned that Matthew Kelly the author of Rediscover Catholicism is coming to St. Vincent's to speak Saturday morning, May 5 from 9 am – Noon. The program is presented in coordination with St. Joseph's of New Hope, which has also promoted the book within its parish. The cost per participant will be \$40, proceeds going to Fr. Kelly's continuing efforts to strengthen the spirituality of Catholics.