

Pastoral Council Minutes – St. Vincent de Paul  
October 18, 2011

**Members Present:** Mark Curwick, Sarah Hambrook, Ryan Kaplan, Fr. Jack Long, Fr. Bennet Tran, Norm Olafson, Andrew Rem, Jeannette Rem, Pete Thorensen, Kris Hanson, Roxanne Harri, Tim Phenow Recorder: Janet Ardolf

**Agenda Items:**

1. **Approval of Minutes:** Minutes approved with Spirituality added to Leadership Development
2. **Old Business:**
  - PC members agreed to have Andrew give new PC members an overview of role and responsibilities of the LDT.
  - Andrew informed group that the PC members were responsible for Discernment. Andrew would like the PC to meet as a group; individuals could volunteer for specific areas they would like to work on. Andrew will email some dates out to the group they can get together to start the process.
  - *Discernment Schedule* has been set as follows:

**Discernment Kickoff:** (Ministry Minute) **January 21, 2012 and January 22, 2012**  
**Information Night:** **February 26, 2012 and February 28, 2012**  
**Discernment Night:** **March 18, 2012**

3. **Communication is the Overarching Goal**

- It was recommended that PC members go to the Catholic Spirit website and look at the information on their Communication Overarching Goal. Perhaps some of them can be incorporated into the Communication goal for St. Vincent's.
- Recommendation was made by Andrew that an e-mail protocol be established and tested by the PC members. It would be a work in progress that would be revised as needed.

Recommended e-mail protocol sender and recipients would complete and follow E-mail designation lines as shown below.

**TO:** Person sender is expecting SUBJECT line response from  
**CC:** Interested parties that need to be kept in the loop of SUBJECT line action/non action  
**SUBJECT:** Subject matter, response/non response, time frame needed

Internal E-mails: **Send directly**

External E-mails: **Establish generic e-mail addresses for each Commission and Chair for efficient external e-mail delivery.**

- **Commission Communication**
  - Andrew is requesting each of the Commissions him with bullet points on communication ideas, enhancements, issues etc, which your Commission group may be experiencing. **Reach out to your prospective Commission members for feedback and send information to Andrew Rem in one week (October 26, 2011)** The purpose is to identify specific problems/issues so that we come up with a plan to resolve/manage the problem/issue.
  - Kris Hanson and Jeanette Rem volunteered to compile concerns/issues and bring to departmental staff for resolution. Parish staff meets on Wednesdays.
4. **Pastors Report** Father Jack reported as follows:
- Communication of the new Liturgy will begin the first week of Advent. In the next few weeks Father said they would start with the Gloria and then go to the Creed.
  - Byron Hagen is a Seminarian who is coming to St. Vincent's to learn about parish life. He will journey with St. Vincent de Paul for the next four years
  - October 19, 2011 priests will meet for Study Day on the Constitution of Marriage. Father remarked that he hoped it would go smooth.
  - March 6, 2012 has been set for Retreat Day.
5. **PC Meetings**
- PC Meetings will be held the third Tuesday of the Month, September though November and January through June. Father Jack requested December off due to heavy scheduling.
6. **Closing Prayer was omitted**

**The next meeting will be held on Tuesday, November 15, 2011 at 7:30 pm**