

Pastoral Council Minutes-St. Vincent de Paul

September 20, 2011

Members Present: Jim Volp, Fr. Jack, Fr. Tran, Elaine Szepesi, Norm Olafson, Kris Hanson, Jeanette Rem, Mark Curwick, Pete Thoresen, Tim Phenow, Roxanne Harri, and Andrew Rem

Leadership Development Team (LDT)

Carolyn H and Russ Funk presented:

- A. **Primary Responsibilities:**
 1. **Recruit:** Recruiting is the primary responsibility of the Pastoral Council and Commission members. However, LDT has a role to play in helping developing processes/structure to recruit new leaders.
 2. **Orientation:** This is around new leaders, an orientation program with a goal of over time getting new leaders up to speed quickly such that they feel comfortable in the first six months. Examples of orientation would be consensus decision making, conflict resolution, communication best practices and others.
 3. **Evaluation:** Essentially everything. The discernment process, leadership manual, commission night, are leaders growing spiritually, and other areas.
- B. Requested date from Father Jack to begin planning retreat.

Stewardship Committee

Mark Novak and Mike Foster presented.

- A. Discussed first year tentative goals of : how to create NEW participation in the church, redefine what stewardship means (~~not just monetary donations~~ Focus on gift discover and Giving of time) establish baseline of volunteers, grow the number of volunteers.
 - B. Intend to implement the Stewardship book from the Arch Diocese (as a template)
 - C. Would like PC commission members to reach out to their commissions to see if anyone would be interested in joining the stewardship committee.
 - D. Stewardship committee also open to any interested parishioners.
- Stewardship Committee approved by Pastoral Council to move forward.

Annual Plan Q&A Discussion

- A. Opened up to all present. No questions.
- B. Kris Hanson handed out update on Parish Life subcommittee on Big Screen TV for gathering space.

Communication – Open Discussion

- A. **Communication Framework:** The council discussed best methods to communicate business between monthly meetings and is looking for improvement with the:
 1. communication flow between staff, commissions, and committees;
 2. need for response to requests for information; and the
 3. need to minimize the potential for piecemeal and/or conflicting information that is received indirectly.
- B. **Action:** They will continue to explore ways to improve communication and are likely to address the following points:
 1. Simple ways to differentiate between "information only" and communication that requires action/response. ie. People who are "cc" likely only need to read, while individuals addressed "To" are the intended target. Also, use "Subject" to quickly identify whether action is required (a response) and if prior requests have been sent then include a time to respond by. ie Subject: PC – ACTION REQUIRED item 2 by THURSDAY 10/13.
 2. How to request and/or provide timely confirmation and response to a communication that requires action.
 3. How to make it easier for an individual to know what committee/commission/staff person to contact. GD has all contact info for all leaders and position held. If members aren't going to use GD they should print hard copy of these documents.
 4. How to enhance two way communications.
 5. Additional Google Doc training for both existing and new members. Potentially do this before meal and/or after commission meeting.

C. Since the last meeting the following have been offered for consideration as potential communication tools:

1. The Parish Website was suggested as an alternate to Google Docs. If needed for security purposes some information could be restricted by password. For example, a description of the commissions would be available to anyone that visited the site - but a password could be required to see and/or post minutes etc.
2. It was also suggested that during the meal time before commission meetings, a representative from each commission would stand up and give a brief (3 sentences or less) "This is what we're talking about tonight".

Pastors Report:

- A. Wed, September 28th, Fr. Jack to invited to attend a meeting at the St. Paul Seminary regarding becoming a teaching parish. If this goes forward we will need to establish a Teaching Journey Committee of approximately 8-10 parishioners.
- B. State of the Parish- Norm and Fr. Jack –Oct 1 & 2, this year it will not have the usual stewardship couple.
- C. September 30th – School having a golf tournament in Blaine
- D. Fr. Jack provided overview of workshop with Rob Glover (introduced new mass music). New Gloria will begin being taught and used in the parish starting in October.
- E. Arch Bishop requiring all parishes to count parishioners during the month of October. It will need to be more formal than a Host count.