



**Saint Kateri Tekakwitha Pastoral Council**  
**Meeting Notes: September 27, 2016 - APPROVED**

<b><u>Present:</u></b>	
<b><u>Staff</u></b>	Fr. Paul English, Carol Wilke
<b><u>Members</u></b>	Janet Archibald, Luisa Baars, Madeline Fasano, Maryfran Fettinger, Ray Manuszak, Mike Messenger, Peter Nowak, Patty Sheridan, Rob Spatola, TJ Verzillo
<b><u>Finance Council</u></b>	John Aloisio
<b><u>Absent</u></b>	Brendan Cole, Melinda Hensler, Joe Kelly, Rick Walther
<b>Opening Prayer</b> The meeting opened with prayer provided by B. Cole.	
<b>Mission/Vision Statement</b> Together, council members recited the SKT Mission and Vision Statements.	
<b>Open Forum</b> - There were no speakers for Open Forum.	
<b>Prior Meeting Minutes</b> Consensus was reached to approve the June 21, 2016 Meeting Minutes with minor revisions.	
<b>Pastor and Vicar Reports</b> Fr. Paul shared: <ul style="list-style-type: none"> <li>• Several staff practice changes have been implemented and Monday roundtable meetings began in early September.</li> <li>• SMM Rectory - nothing definite regarding new gathering space; all former residents have moved out.</li> <li>• SKS Advisory Committee - vigorous publicity plans are in the works.</li> <li>• Collaboration between the Diocese and SKT regarding development of a funeral planning guide for families is underway.</li> <li>• A dinner to honor and thank the faithful BINGO volunteers is being planned and the parish is looking for another activity to hold on Friday evenings.</li> <li>• Fr. attended (and helped facilitate) a Basilian retreat earlier in the month, presided at a Mass at Bishop Kearney, attended to Aquinas Board member duties and attended a personal retreat.</li> <li>• The parish has been busy with funerals and weddings.</li> <li>• “Weapons of Love” gatherings facilitated by Mike Messenger, Laura Fasano and Karin Spears have been very well received and a great tool to inform the parish about the Mission and Vision next steps.</li> <li>• The “Alpha” program, held on Thursday evenings for 10 weeks, is off to a good start. The program includes a meal, video and discussion. All are encouraged to participate.</li> <li>• SKS - the council is looking for a report from or some kind of monthly connection with our</li> </ul>	

school. Fr. reported that the advisory committee is looking for new members and once that is completed, he will ask for regular reports to share with the council.

- Global Leadership Summit (14 attended from SKT). Talks, videos, etc. regarding effective leadership. A follow-up meeting was held that identified 3 vital points that require attention:
  - + People of Prayer
  - + Team Building (understand each other - trust, communicate) leads to understanding of power to do good and make good things happen
  - + Grow leaders - it should not be “wait for the Pastor to do or decide.” Normal needs to be others understanding and their role and acting accordingly.

### **Co-Chair Messages**

- Thank you to council members for your commitment to serve and to be aware of our focus on the SKT Mission and Vision.
- Upcoming town hall meeting - please attend.
- The procedure for and content of the town hall meeting were discussed - a report of what the parish wants to know and what to look forward do.
- Pastoral Council will host coffee hour at SC late within the next 2 months. M. Fettinger to coordinate.

### **Finance Council Report**

July and August financial statements were circulated to council members prior to the meeting.

J. Aoisio reported:

- FC met on September 27 so 9/30 reports are not yet available.
- A generous party has agreed once again this year to donate \$9,000 a month to SKS for its operations. This reduces the parish subsidy so helps the parish as well as the school.
- Collections remain down: less attendance = less collections.
- FC is working on a program called “Reaching out to the Community” and has formed a subcommittee to develop an ad campaign for Nov/December timeframe targeting newspapers to get the message out. An FC member has donated the funds to pay for the first newspaper ad. The subcommittee has 2 FC members and needs 2 PC and 2 staff volunteers (TJ Verzillo & R. Spatola volunteered).

### **Ministry Reports**

Reports from Communications, Evangelization Committee, Faith Formation/Youth Ministry, Liturgy Committee, and Music Ministry were circulated to members prior to the meeting and are available on the parish website.

The reports are in a new, common format, along with unpublished notes to council members. Some of these notes were discussed:

- Volunteer recruitment needs were noted in multiple reports. What can PC do to help?
- The new FF model was discussed: family as the primary educators, bi-weekly meeting program with Sunday afternoon gatherings. The FF team is adjusting the program and times, etc. to increase family involvement. If anyone does not understand anything about the program - how,

what or why - you are encouraged to call Jodi or Colleen.

- The number of participants in this year's vacation bible summer program were way down. Evaluations from the participants and staff are not yet complete. This will help determine how to improve the program in 2017.
- There was no mention of the welcome centers in any of the reports. Fr. Paul advised that meetings have been held and cost information gathered. The next step is with him.
- There was a suggestion to delegate the training of new extraordinary ministers to a volunteer. P. Sheridan will contact S. Mancini regarding this suggestion.
- A desire to revise the parish calendar scheduling "process" was raised.
- Music Ministry "save the date" comment for a concert and workshop September 22/23, 2017 with Steve Angirsano was noted.

### **New Business; Eyes & Ears**

- **Liaisons Assigned to Organizational Chart Priorities**

As discussed at the council retreat, council members volunteered to pair up with staff to provide better connection and communication to keep parties informed of the activities, needs, desires, complaints, etc. of parishioners and staff.

Members present agreed to:

- Pete Nowak - Youth Ministry (part of Faith Formation) - Colleen and Jodi
- Ray Manuszak & Rob Spatola - St. Kateri School - Sr. Kay
- Ray Manuszak & Janet Archibald - Faith Formation - Colleen and Jodi
- Patty Sheridan and Madeline Fasano and Luisa Baars - Liturgy and Music and Worship - Sarah
- Joe Kelly - Service and Justice - Donna Moll and Mary Ann Noto
- TJ Verzillo - Administration/Operations - Carol
- Maryfran Fettinger - evangelization - Donna Walker

C. Wilke will give the staff a head's up and hopefully connections will be made immediately thereafter.

- **PC Posters**

Steve Caso took photographs of council members (and will make arrangements with those absent) and will coordinate posters to be displayed at all sites with P. Sheridan.

### **Old Business:**

- PC "Scope" update: R. Spatola & M. Hensler are working on updating and expanding the new member packets for pastoral council members including orientation, calendar and agenda work.
- Bulletin Blurbs: It was decided that PC members would rotate responsibility for writing notes for publishing in the bulletin to keep parishioners informed of matters addressed by the council. The Executive Committee will write an example.

### **Closing Prayer**

The council members participated in a closing prayer provided by B. Cole..

The next council meeting will be October 25, 2016 in Room 137, Saint Kateri School

Respectfully submitted. Betsy Stehler