



Saint Kateri Tekakwitha Pastoral Council
Meeting Notes: March 28, 2017 - APPROVED

Present:

Staff

Fr. Paul English, Fr. Morgan Rice

Members

Janet Archibald, Luisa Baars, Brendan Cole, Madeline Fasano, Maryfran Fettinger, Ray Manuszak, Patty Sheridan, Rob Spatola, TJ Verzillo, Joe Kelly,

Finance Council

Lori Klafehn

Trustees

M. Messenger, B. Stehler

Absent:

Melinda Hensler, Peter Nowak, Rick Walther

Opening Prayer

The council read together opening prayer provided by P. Nowak.

Mission/Vision Statement

Together, council members recited the SKT Mission and Vision Statements.

Open Forum - There were no speakers for Open Forum.

Prior Meeting Minutes

Consensus was reached to approve the February 28, 2017 Meeting Minutes.

Pastor and Vicar Reports

Fr. Paul shared:

- Fr. Joe's 87th birthday was celebrated!
- Parish staff members continue to gather each Wednesday at noon to participate in the ALPHA program. This is proving very helpful for working interactions.
- 300 people participated in the 14 hour Adoration event on March 3rd.
- The parish Men's Retreat was held at Notre Dame Retreat House and all reports have been positive.
- A retreat for parish confirmation candidates was held.
- Planning for Holy Week and Easter services is well underway.
- Annual Lenten fish dinners sponsored by the Boy Scouts are going well and provide an opportunity for parishioners (and others) to gather and share a meal.
- The wind and snow storms resulted in minimal damage to parish facilities, but many parishioners were not so fortunate. A Mass to thank the "storm disciples" will be held on April 4 - everyone was encouraged to attend. KUDOS to the organizers!
- The DOR financial review of our school took place on March 22 and went very well. Our school's financial status is better than many of the schools in our Diocese.
- The school has retained Delaney Marketing, a firm that specializes in not-for-profit marketing, under a 6-month contract with the hope that more families will see the many benefits of our private, Catholic school.

- Happy Birthday to Jean Grizard on March 30!
- Our parish Day of Penance and Mercy is scheduled for March 28. Thank you to the SKT Knights of Columbus for volunteering as hospitality ministers for the entire time.
- Fr. preached at a retreat for Basilians in Houston (during the week of the Rochester storms) and is scheduled to preach at a Lenten Mission at Assumption Parish in Windsor, Ontario, Canada, March 31 through April 4.
- Physical therapy for a shoulder injury is continuing - anxious to be ready for golf season!
- Carol Wilke is away from SKT for the week, on assignment at the Diocese.
- The St. Joseph's Table held at Newcomb Friendship Center on March 19 was very successful. KUDOS to the organizers!
- Fr. highlighted the work of our Pastoral Associates related to the Diocesan Public Policy Campaign - KUDOS to the Mary Ann Noto and Donna Moll!

Fr. Rice Shared:

- The visitors that stayed at SMM rectory while working on a Habitat House enjoyed their stay (which was during the storm week), extended their thanks and said it was a great venue for their group.
- Since Fr. Paul was away during the week of the storm, it was great practice being Pastor as there were many issues to address.
- The priests' convocation is scheduled in April and all SKT priests will be away for 3 days.
- Confirmation for SKT candidates will be held on April 19th and 26th.

Co-Chair Messages

- Introducing Betsy McDermott: a webinar presented by Betsy McDermott, who is program manager for the Diocese, is available for viewing and all council members are encouraged to partake of the opportunity. Included in the presentation is information about what many councils do, including the roles of members.
- The DOR is setting up a Diocese-wide pastoral council email group and asked for information to share from SKT council. A discussion took place and suggestions were offered. J. Archibald will respond.
- Case Training Update: most council members have completed their training and thanks to all that have done so.
- Volunteers for Welcome Center Ministry: Liturgy asked for people to step up and volunteer to be permanent WC ministers. PC members offered names of possible volunteers which will be provided to D. Walker to contact.

Finance Council Report

L. Klafehn referred to the Finance and Administration report submitted by C. Wilke and available on the parish website and reported:

- CMA is now short just \$9313!
- Storm damage to parish property is one large tree at SMM.
- SK registrations are coming in satisfactory. A suggestion was made that the DOR Catholic School

advertising should include naming the schools, perhaps in a ribbon running along the bottom of the ad.

- A question was raised if bids are solicited for projects (like the tree removal) and Lori confirmed that it depends on the price of the project whether bids are requested or not. It was noted that the parish needs to support and include our bulletin advertisers and insure that they know when we are looking for services.

The Process of Discernment

M. Messenger led a discussion about the discernment process for new council members. He noted that the number of members is not set by covenant and can vary by decision of the Pastor. We want to be sure there remains some consistency as members circle off, and that the council is well diversified.

Mike reminded everyone that the council solicits input and information from the parish, discerns the information received and makes recommendations to the Pastor. The council does not implement policies for the parish.

The term of Executive Council members is one year but if an officer is not rolling off the council, they can consider remaining for another one year term.

Bulletin announcements will solicit volunteers and provide information about the application. Members suggested D. Walker also include a request in the weekly email blast.

Interested persons are welcome to observe the April council meeting.

Everyone was requested to think about and reach out to find interested parishioners to serve on the pastoral council, keeping in mind the need for diversity across all aspects of parish life.

- New Member Orientation Packets - a sample was circulated by R. Spatola. Review and suggestions were discussed. A proposal to have a “buddy” assigned to new members was raised and agreed on.

New Business; Eyes & Ears

- A proposal for PC presence: do we need to be doing more? Discussion included:
 - Requesting a report from the Welcome Center team so PC can address matters raised by parishioners and visitors.
 - Confirmation that suggestion boxes need to be installed. David Sheridan has volunteered to make boxes for all sites and these should be available soon.

PC will use comments from both sources as a basis for talking points for any gathering or PC availability to parishioners, whether after masses, at coffee hours, or on a set date (scheduled as needed based on comments received).

- Ministry Reports: Discussing the “roadblocks” Discussion included:
 - Faith Formation “reorganization”

The Monday bi-weekly program will end at the end of this fiscal year. The program will be restructured as family oriented rather than classroom. Fr. Paul explained that the goal is to connect what was classroom learning to involve the whole family by providing tools to families. Some members raised concerns about how Catholic teaching will be incorporated. Holding a working retreat for (volunteer and paid) faith formation staff was suggested so all are on the same page.

- Several ministries report a need for people to help. PC members asked for ministries to identify what tasks or duties any volunteers would be signing up for to make it more realistic to suggest to parishioners to become involved. P. Sheridan will make the request to ministry heads.

Old Business

- Bulletin Blurb: Council agreed that the subject of the next PC bulletin blurb should be KUDOS to several parties and that the Pastoral Council is seeking new members.

Ministry Reports

Reports from Baptism Ministry, Faith Formation/Youth Ministry, Finance/Administration, Liturgy Committee, Music Ministry and Pastoral Associates were circulated to members and are available on the parish website.

Closing Prayer

The council read together a closing prayer provided by P. Nowak.

The next council meeting will be April 25, 2017 in Room 137, Saint Kateri School.