



Ministry Report from: June Bounds Date: 1/9/2018, updated 1/17

1. What have you accomplished or worked on this month? What events or activities have you sponsored or presented? (please include numbers of participants and helpers)
 - Parish/School Communications/collaboration meetings
 - o Wkly meeting w Sr Kay, others as needed
 - Providing Media Support for Catholic Schools Week
 - o Hand outs, bulletin articles, press releases, website
 - o Discussion with Sr. Kay, parishioner, faith formation on getting alumni group together
 - Catholic Schools Week/Saint Kateri - Coffee hour, Alumni - sign-up Jan 28th
 - Developed Page in Bulletin for School every week, Include school info, pictures, Alumni info, activities
 - o Would Parish Council be able to be present at coffee hour on Jan 28? Volunteers needed to sit at alumni table with Alumni form or help with Candy Sales order. Please contact me.
 - Providing media support for Lenten season
 - o Living Mission cards, printing, Bulletin articles
 - Updating Website
 - o Removing old articles, updating staff photos
 - o Reviewing/Discussing new design for Website
 - Hired and Planned for bulletin tasks transitions over next few weeks/months/onboarding new hire – Nicole Shopp.
 - Supported alumni student project - upcoming eyeglass collection
 - Biweekly internal communications
 - Weekly staff ambo announcements
 - Oversee and help plan weekly staff lunch n' learns

- One Season message planning for 2018
 - Spring and Easter Ads for Post newspaper
 - Various parishioner discussions, helping to answer parishioners' questions both offsite and in office.
 - Volunteer task force meeting – big job, small steps
 - Hired Bulletin Assistant - Start date 16th Jan.
2. What are the current or active plans and dreams you are currently working on or discussing??
- Support more collaboration between Parish and School
 - Develop training to assist parishioners in navigation of our website, Facebook, twitter and other social media sites using cell phones, tablets and laptops.
 - Create a standard bulletin form to fill out that will assure all the right information is included and prevent the reformatting and editing of each article
 - Create new web page for prayer intentions
 - Create master information dissemination chart - WIP
 - Considering facilitating Alpha



Ministry Report from: Mark Keller – Liturgy
Date: January 22, 2018

1. What have you accomplished this month? What activities have you sponsored?

As one might expect, this has been a busy month for the liturgy team. Our volunteers did well in decorating the churches for Advent, and did a great job in a short amount of time making the switch to Christmas. St. Kateri welcomed 3367 worshipers during the Christmas Eve and Christmas Day Masses.

2. What are the plans and dreams you're currently discussing??

We are gearing up for the Lenten and Easter seasons. Using lessons learned from our most recent busy season (Christmas), we are going to reach out for volunteers for the additional Masses and services earlier, and will make sure the ministers (particularly the Sacristans and Hospitality Ministers) have the information they need to anticipate the crowds.

At the suggestion of the Staff Liturgy Team, the Parish Liturgy Committee is designing an evaluation process for our liturgies. This evaluation process will proceed on two fronts. First, the Liturgy Committee will evaluate liturgies across churches and Mass times to review the “technical” proficiency of the various ministries (e.g. – are the readers/commentators prepared to effectively proclaim the word, are the servers properly trained, etc.). Second, we will solicit feedback from the parishioners about their experience of the Mass. Once we gather the information, we can work to provide effective formation for our liturgical ministers and stimulate the spirituality of the parishioners.



Ministry Report from: Carol Wilke, Director of Finance & Administration
Report Date: January 22, 2017

1. What have you accomplished or worked on this month? What events or activities have you sponsored or presented? (please include numbers of participants and helpers)
 - a. St. Kateri Parish and School Net Operating Income for November YTD was **-\$141K**, December was **-\$17K**, YTD **-\$158K**. Highlights include:
 1. Regular Collections YTD are \$704K (\$27K per week for 26 weeks), \$12K for Holy Days, and \$33K for Christmas.
 2. Average Mass attendance (based on the month of October 2017) was 1,606 versus 1,773 in October 2016. The reduction of 167 represents 9%.
 3. Newly registered families since July 1, 2017 = 32, partially offset with a decline of six families.
 4. December School Enrollment = 201 (increase from 194 prior year). Pre-Kindergarten = 93, Kindergarten through Grade 5 = 108. Registration Fees \$21K, Extended Care \$35K.
 5. Rental Income YTD is \$28K from external organizations, including BOCES, Sisters of St. Joseph, Basilian Fathers, and American Tower.
 - b. Fundraising Net Income YTD (after expenses):
 1. Golf \$8K (½ Parish, ½ PBA Nightstick Club), St. Pauly Box \$3K, Christmas Ornaments \$1K.
 2. Walk a Thon \$14K, Save Around ROCHESTER \$4K, Book Fair \$1K, Upcoming Bill Gray's and Niagara Candy.
 - c. Donations YTD:
 1. Parish = \$33K, includes Social Ministry Gift Cards.
 2. School = \$7K (with expected match of \$5K).

- d. Bequests YTD: Parish \$1K
- e. Ministries and Programs:
 1. CYO Net Income YTD \$20K. Registrations \$22K (16 teams, 175 players), Season Passes and Admissions \$5K, partially offset with expenses for uniforms, safety equipment, and Field House rental.
 2. Irondequoit Senior Ministry Donation \$7K. Good Samaritan Transportation Donations \$3K.
 3. Parish Services: 103 Funerals, 7 Weddings, 49 Baptisms.
- f. Liturgical Publications Royalty: \$2.5K annually for five years
- g. Auxiliary Receipts (less expense) YTD:
 1. Memorials \$1K.
 2. Flowers \$4K revenue less \$2K expense.
 3. Liturgy Supplies (candles, wine, hosts, and palms) largely offset with candle money.
 4. Courier Journal YTD **-\$27K** (\$55K annually).

- 2. What are the current or active plans and dreams you are working on or discussing?
 - a. Catholic Schools week – Dreaming of two Kindergarten classes and ever increasing Pre-Kindergarten enrollment.
 - b. Catholic Ministries Appeal: 1000 Donors versus 1108 last year.

	GOAL	PLEDGES AS OF 1/16/18	% OF TOTAL	BALANCE
DOLLARS PLEDGED	\$220,508	\$178,280	81%	\$42,228
DONORS	1500	1000	67%	33%
PARTICIPATION BASED ON # OF HOUSEHOLDS	3675	1000	27%	73%
NEW DONORS		100		
PLEDGE SAME AS PREVIOUS YEAR		486		
PLEDGE INCREASED VS PREVIOUS YEAR		338		
PLEDGE DECREASED VS PREVIOUS YEAR		76		
LARGEST PLEDGE		\$4,400		
SMALLEST PLEDGE		\$3		
MEDIAN PLEDGE (MOST FREQUENT)		\$100		
AVERAGE PLEDGE		\$178		
# OF PLEDGES => \$100		551		
# OF PLEDGES => \$500		88		
# OF PLEDGES => \$1,000		26		



Ministry Report from: ISM/GSTGeorgiana (Gigi) Bondi
Date: December, 2017 (Delivered January 2018)

1. What have you accomplished this month? What activities have you sponsored?

Communion Services:

We had scheduled 22 Communion Services.

Alpha for Mature Adults:

Alpha Retreat was a wonderful success! From the Mature Adults we had 15 people who have been attending each session. Each week the adults who attend are excited about returning the following week. Our last session was on December 8th.

Our Alpha 2 for Mature Adults will begin in January, 2018. Author John Eldredge wrote, All Things New. This will be a 5 week session. We will be using the same format as Alpha. We will be discussing God's promise that everything shall be renewed "when the world is made new."

Basic Alpha for Mature Adults will be starting up again in February.

Caregivers Support Group Meeting:

On December 12th, Anne Preston, co-author of "As Love Wrinkles", Sr. Mary Lou Mitchell, from St. Ann's Community and myself met to discuss support groups for caregivers. This meeting was very productive and many ideas came from it. Sr. Mary Lou asked Anne Preston to speak at St. Ann's Community regarding the book as a starting point to open the idea of planning support groups. We will be meeting again once dates have been set. Sr. Mary Lou will meet with the Social Workers regarding this plan.

Lenten Seasonal Planning Meetings:

This year the theme for the Lenten Season will be: "Glimpses of God in Your Story". Our next meeting will be on January 8th.

AARP:

There was no class scheduled for the month of December. Our next class will be on Monday, January 22nd and Wednesday January 24th, 12noon to 3pm.

GST:

For the month of December:

Rides Given:	94	- 81 rides over last year
Clients Served:	21	- 6 over last year
Donations:	\$346	+\$20 over last year

Year to date:

Rides Given:	1,820	-220 over last year
Clients Served:	334	- 36 over last year
Donations:	\$5,471	-\$1,395 over last year

We have 36 Volunteer Drivers – and 7 Dispatchers. We are advertising in the bulletin for more volunteer drivers.

Since 2003 to present we have given 25,097 rides! Our goal has been met!

2. What are the plans and dreams you're currently discussing??

Having a reception to celebrate the 14 years with St. Ann's Community, ISM, GST and the parish community to celebrate not only 14 years, but Good Samaritan Transportation giving 25,000 rides to our seniors and the Communion Ministry to the residents of St. Ann's Community along with volunteering in various ways. This would be a goal for possibly next year in the fall.



Ministry Report from:
 Donna Walker, Pastoral Assc. Evangelization

1/17/18

1. What have you accomplished or worked on this month? What events or activities have you sponsored or presented? (please include numbers of participants and helpers)

Post Funeral Planning –

“Finding your way through Grief” workshop with Theo Muson, LifeTime Care was held Tues. Jan 9 for 12 clergy, staff and volunteers. This gathering helped identify an approach and direction in forming the theory and practice of connecting with bereaved. At last week’s Planning Meeting, Subcommittees were formed to address specific areas with the desire to pilot the ministry as soon as possible.

To Jesus through Mary –

A new Morning Glory Retreat Group is meeting on Tuesday afternoon and Friday night. Also Living Morning Glory Weekly Sessions continue through Jan from 12:15 to 1:15P and 5:30 to 6:30P at SMM..

CMA –

As of Tue.Jan..16, 2018 (Feast of St. Anthony of Egypt)

	GOAL	PLEDGES AS OF 1/9/18	% OF TOTAL	BALANCE
DOLLARS PLEDGED	\$220,508	\$178,280	81%	\$42,228
DONORS	1,500	1,000	67%	33%

At the Jan. Director’s Meeting, Fr. Paul asked staff to spearhead 50 donors in 15 days of February. Please pray for guidance and strength for our continued efforts to touch hearts through CMA.

Welcome Info Centers – December Activity Reports> Besides many with questions about Christmas Masses, Christmas Giving tree, Christmas Ornaments & Bulletins, other needs answered were:

- Question about which Eucharistic Prayer will be used at Mass and an announcement before Mass begins (Fr. English answered)
- Parishioner interested in being a Eucharistic Minister (Mark notified)
- Parishioner in need of ride to Sunday Mass (Gigi notified)
- Request for a CMA envelope (provided by Welcome Minister)
- Several concerns from SC parishioners about missing Mass on Christmas because of no 9:00. (Donna talked with Welcome Minister)
- And the usual greetings

2. What are the current or active plans and dreams you are currently working on or discussing??.

40 Hours Adoration as part of the Pentecost Parish Seasonal Theme and Activities.



Ministry Report from: Faith Formation & Youth Ministry (Jodi Scott)
 Date: January 2018

1. What have you accomplished or worked on this month? What events or activities have you sponsored or presented?

Event	Details	Volunteers	Participants
Family Faith Formation Program	Family groups met at various times throughout the month. Many completed service projects and many attended Epiphany Party coordinated by several of the catechists	22 Lead Catechists and Family Group Facilitators	300 youth Prek-12 and counting and parents/grandparents
Children's Liturgy	Sept 10 9,10,11am Masses	30 adult and teen volunteers	Avg attendance: 9am – 5-10 10am – 10-20 11am – 10-15
CYO Registration and CASE training for Coaches	Games have started Knight of Columbus to partner on admissions and concessions A few games rescheduled due to weather or gym conflicts – Athletic Director is “on it”	3 Athletic Directors, 25+ Coaches	180+ youth grades 3-12
VBS Kidz Camp Day Dec 28	Had a great experience for children PreK4-rade 6 and their teen and adult helpers	9 adults and 12 teen volunteers	50 kids attended
High School Retreat Dec 29	Used Youth Alpha Retreat Materials, had a prayerful refreshing day	5 volunteers – adults and young adults	7 youth attended
Home for the holiday College students events	Planned 3 events – two cancelled due to weather – plan to reschedule bowling for Feb, Frassati Adoration is a monthly event at Blessed Sacrament and we can go in a future month Also worked with liturgy coordinator to involve young adults in liturgy while “home for the holidays”		
Winter Catholicism 101	Evening sessions going well and well attended	2 volunteers	15-20 participants
Coffee & Catholicism	Going well as always	2 volunteers	10-15 participants

2. What are the current or active plans and dreams you are currently working on or discussing?
- Ongoing planning for programs:
 - Family Faith Formation—2/11&12 Intergenerational Session
 - High School Alpha – continues Jan 14, 28, Feb 11
 - Adult Alpha starts Feb 21
 - Junior high Alpha start March 1
 - Confirmation – April 12 celebration
 - VBS Kidz Day Camp – Feb 28
 - First Communion Prep starts in Feb, signups open now for celebration dates
 - CASE training 1/28/18 1:30-3:30pm
 - Current Initiatives:
 - Forming and Supporting Small Groups in our Parish
 - At 52 official groups that have responded to survey of small groups
 - Volunteer Task Force
 - Jodi on Task Force commissioned by Fr Paul with Gigi Bondi and June Bounds (with work from Sarah Mancini)
 - Beginning recruitment for 2018-2019 using 6 month process from Ministry Architects – brainstorming numbers needed
 - Reregistration - Day of Quality process follow up – plan to make re-registration better for families for 2018-19 year – moving to online registration – have exciting plan in place for incentives for those who register by a certain deadline
 - Volunteer recruitment for Faith Formation Volunteers
 - Preparing publicity for Spring Launch of Alpha – Adult Alphas will start mid February. (High School Alpha continues meeting in Jan)
 - One Message seasonal Planning – Exciting Lenten plans – video, inspirational card and bulletin articles, email and more!
 - Baptismal Prep – met with Staff and priests to begin implementation of unified Saint Kateri Baptismal Prep Process
 - Young Adult Ministry Task Force to begin meeting monthly began October 30— 1 attendee at each of past two meetings – Colleen will need to strategize how to recruit people to this team
 - Meet monthly for 6 months with a Young Adult Ministry Task Force
 - This will be a group of people who have an interest in helping to set a plan and structure of Young Adult Ministry in place.
 - They will be making a 6 month commitment to this process.
 - This group will help gather, organize and process information about needs and hopes of young adults.



Ministry Report from: Jean Grizard, Director Music Ministries
Date: Jan 8, 2018 (Due: Jan 15)

1. What have you accomplished or worked on this month? What events or activities have you sponsored or presented?

+Christmas Season: Youth Music Ministry Xmas Eve 4pm Mass, (22 -Youth Mus Min/12 - Angel Choir-**Special thanks to Diane Kelly for directing the Angel Choir!**) and Thanks to Tahime Menelas - assisting with Gospel Pageant –in collaboration with Donna Moll /+Tone chimes – 4pm Xmas Eve Mass and Sunday Jan 7 (Epiphany) /+ Guest RPO Violinist 4pm SC and 6pm SMM/ + New members in all week-end Music members/ +Ongoing Planning/Scheduling for all Masses/ +Funerals-Special thanks to the very dedicated SKT Resurrection Choir - *even in difficult weather!* /+Ongoing SKT Staff/Liturgy/+One Message Meetings /+Needed to Re-schedule Xmas Party for all SKT Music Ministers (*due to weather*)/ +Youth Mus Ministry Rehearsals will begin again Jan 30, 4:15-5:15pm /+Prep Materials & PR for Wedding Music Planning Meeting March 1st /+Plans underway for Catholic School Week Mass – Jan 28, 10am in collaboration with SKT School and Jennifer Kramer (Music Teacher)/+SMM Piano tuned Jan 4.

2. What are the current or active plans and dreams you are currently working on or discussing??

+ Ordinary Time 1 then Starting Lent planning/+CSW Mass – Jan 26/+Collaboration & Planning for Music component of VBS Feb 21st with Jessica Tette/+Staff Retreat-Jan 30/Hands of Christ Service – Feb 6, 7pm SKT will host at CTK site.



Ministry Report from: Mary Ann Noto & Donna Moll

Date: Dec. 18, 2017

1. What have you accomplished or worked on this month? What events or activities have you sponsored or presented?

The Advent Giving Tree Program this year served over 500 individuals. 64 families received food baskets – consisting of 3-6 boxes of food. These families also received gifts for each individual. Another 44 families- 206 individuals- from St. Frances Xavier Cabrini (SFXC) parish received gifts. Food and gifts were delivered Saturday and Sunday, Dec. 16 & 17. The program was based at the SC site, following the recommendations of the committee involved in the GRQC assessment, Parishioners from all over the parish were involved in making this work. It went very well. The committee will assess the program and make a more complete report later in January, with an estimate of volunteer hours and numbers.

Thanksgiving food, including 73 turkeys, was delivered to SFXC parish on Nov. 19th. SFXC had accepted applications from 72 families for these meals, provided by Saint Kateri Parish. The 73rd turkey was given to a woman who had just arrived from Puerto Rico.

Regular responsibilities listed last month continue: There were multiple funeral preparations and baptisms sessions, which are often outside regular office hours. Weekend liturgy preparations and serving as staff at Liturgies. Business office support: we are both designated to review and sign parish checks.

2. What are the current or active plans and dreams you are currently working on or discussing?

Evangelization Post Funeral /bereavement programs. We are meeting with Theo Munsen of Lifetime care to discuss how we can support our parishioners after the funerals of loved ones.

As stated above, we will participate in the evaluation of the unified Advent Giving Tree program to determine what worked and what could work better.

We are worked with the rest of staff to prepare for the Christmas Masses. This is the first year all three churches will have 4 PM masses on Dec. 24.

Each site had an opportunity for children to participate in the liturgy. Jessica Tette and Faith formation focused on the SMM Mass. Mary Ann and Donna were at SC and CTK respectively. Parishioners are involved in each of these programs.

Dec 24 is the 4th Sunday of Advent, so preparing each Church for Christmas was a special challenge this year.