

## PARISH COUNCIL MINUTES

August 23, 2017

**Members Present:** Father Luke, Jack Parisi, Rachael McMillan, Bruce Rogers, Kathy Cimaskasky, Janet Althausser, Mardia Bishop, Mary Hittmeier, Gary Wszalek, Lynn Black, Stephanie Daniel

**Members Absent:** Ginger Timpone, Jean Mboma

**Recorder:** Morene Christman

The Parish Council from St. Patrick's met in the Sanctuary for prayer led by Mary Hittmeier; then in the St. Mark's classroom for the Council meeting.

Kathy Cimaskasky called the Parish Council meeting to order at 6:50 p.m.

The meeting minutes from June 15, 2017 were approved as written.

### **New Business**

#### **1) New Ministry Reporting System**

The Parish Council is an advisory group to Father Luke. Approximately 10 years ago 6 circles of the Parish activities were developed. This year an electronic system is being developed to improve communication between the circles. The ministries will receive an invitation leading to a link to input information which will be emailed to all. This will bridge the communication gap between the staff and the ministries. Weekly inputting should be completed by noon on Friday.

#### **2) Preparation/Challenge**

- \* Father Luke asked the Parish Council to complete a questionnaire, reflecting on how visitor friendly the Parish is. On-line information re: the Parish was in some cases unavailable, inaccurate or outdated. The exercise improved awareness
- \* Obstacles to welcoming visitors included: confusing entrances, insufficient signage, no welcome desk, and not enough greeters.
- \* The Council made suggestions to improve welcoming visitors, including taking an inventory of our signs, posting more signs, bigger sign for the elevator, directional signs leading to bathrooms from the sanctuary, posting Mass times on the north side of the building, posting "you are here" signs, adding greeters, adding ushers outside, providing parking lot escorts with umbrellas when raining, and creating a banner with the Parish logo.
- \* A permanent welcome desk at the entrance would be helpful to answer questions, register new members, register new ministry volunteers, post sign-up sheets, provide donation envelopes. Getting children and families involved in welcoming was also discussed.
- \* Providing Mass books in different languages for non-English speaking people, making a handout of the Homily, and having a sign language interpreter posted at the Mass would be helpful.
- \* Reach out to Mary Long to determine how new visitors are welcomed by the welcome team.
- \* Father Luke will set priorities and propose a budget. The more practical ideas will be addressed with the help of the Council.
- \* Reflection for next meeting: Who are our members and are we representing them well?

#### **3) Parish Council Member Visibility**

Changing the perception of the Parish Council was discussed. Improving visibility by wearing name tags at Mass, announcing the availability of a Parish Council member at the end of Mass, and providing a suggestion box in the foyer for the Parish Council was discussed.

#### **4) Mission Statement/Bylaws**

Father Luke suggested we consider what defines the Parish; what sets us apart? Who should we be; what is our vision for the future? Mary Hittmeier suggested reviewing Joel Baker's "Power of Vision". The bylaws were last reviewed in 2012 and may need revision.

#### **Old Business**

1) **Time and Talent:** Jack Parisi asked for suggestions. Speakers at Mass helped bring awareness about each ministry. Tables were well received but arrangement was tight. Jack reviewed the process for the upcoming sign-up Sunday. Next year the Council may look at changing the process.

2) **Parish Council Retreat:** Father Luke summarized the retreat. The main discussion included defining the scope of the Parish Council, focusing on growth of the parish and representing the Parish, identifying the mission and vision of the Parish. Father Luke's goal this year is to do a system creation and make policies clear.

#### **Announcements:**

St Vincent de Paul Walk: Sept. 30; Parish Council members may form a team.

9 a.m. sign-up; 10 a.m. walk; meet at Anita Purves

Donations welcomed: money, canned food, laundry supplies

Susan Nagele: Aug 24; Main Hall in Parish Center 7 p.m.

**Next Meeting:** Executive Council Sept. 11 at 6 p.m.

Parish Council Sept. 21 at 6:30 p.m.

Prayer Leader Mardia Bishop

## PARISH COUNCIL MINUTES

June 15, 2017

**Members Present:** Jack Parisi, Rachael McMillan, Bruce Rogers, Kathy Cimasky, Janet Althaus, Mardia Bishop, Lynn Black, Mary Hittmeier, Jean Mboma, Gary Wszalek, Father Luke

**Members Absent:** Ginger Timpone, Stephanie Daniels

**Recorder:** Mardia Bishop

The Parish Council from St Patrick's met in the Sanctuary for prayer led by Janet Althaus; and, then in the St. Mark's classroom for the Council meeting.

Kathy Cimasky called the Parish Council Meeting to order at 6:50 pm.

**Meeting Minutes from May 25 were approved.**

### **Introduction of Members:**

Since this was Father Luke's first meeting, members introduced themselves.

### **St. Patrick's Calendar and Upcoming Events:**

Upcoming events include welcome reception for Father Luke after each Mass this upcoming weekend (June 17 and 18).

The Parish Council was encouraged to attend the 10:00 Mass on June 18 for Father Luke's installation as pastor of St. Patrick's. Fr. Rayson, Vicar Forane for the Champaign Vicariate, will preside.

The Knights of Columbus will hold a pancake breakfast after 8:00 Mass on July 30.

Time and Talent Weekend will be the weekends of August 19<sup>th</sup> and 20<sup>th</sup>; August 26<sup>th</sup> and 27<sup>th</sup>.

### **Financial Report:**

No report given.

### **Old Business:**

Jack Parisi discussed Time and Talent weekends. He will need four volunteers per Mass to assist. Tables will be set up for ministries to promote themselves. Jack plans to promote a different circle in the bulletin each week before Time and Talent weekends.

### **New Business:**

Retreat for Parish Council will lead by Fr. Luke. Date TBD.

Fr. Luke would like Parish Council to examine St. Pat's mission statement and update it since it was last updated in 1992.

Questions from a few parishioners regarding Mass times and the possibility of changing them was presented to the Council.

**Ministry Reports:**

Faith Development – no report. Jon McCoy out of town

Parish Community Life – no report. Stephanie Daniels out of town

Peace and Justice – Mary Hittmeier reported that Interfaith Outreach and Respect Life needed new leaders; and, further discussion is needed regarding the status of the ESL Ministry due to the split between St. Mary's and St. Pat's.

Stewardship – Bruce Rogers reported that St. Pat's was approximately \$50,000 short for its ADA target. Luis Cuza requested Parish Council improve communication when financial requests are made. Discussion followed indicating a need for a clarity of roles between Parish Council, Ministry leaders, and staff, and a clarity of communication channels. In January, Luis had requested \$10,000 (\$1000/month) for refugee assistance, but had not heard a response regarding his request. Bruce indicated that he thought Luis knew of the response (which was no due to a lack of funds), thus Bruce did not contact Luis with an official answer. Jack Parisi said he would follow up at the next Finance Committee meeting to find out where the proposal stood.

Worship – no report – Frank Gallo out of town. Lynn Black did comment that ushers were desperately needed at the 5:00 and 12:00 Masses.

Spiritual Enrichment – Rachel McMillan reported that Mary Lou Menches, leader of Centering Prayer and the Prayer Chain had a decrease in members; Returning Catholics planned to hold a meeting to address procedural modifications and an inservice training.

**Announcements:**

Knights of Columbus Pancake Breakfast, July 30 after 8:00 Mass.

**Next Meetings:**

Executive Committee: August 8<sup>th</sup> at 6 pm

Parish Council: August 23 at 6:30 pm.

**Meeting Adjourned:** 8:20 p.m.

## **PARISH COUNCIL MINUTES**

May 25, 2017

**Members Present:** Jack Parisi, Rachael McMillan, Bruce Rogers, Kathy Cimasky, Janet Althaus, Mardia Bishop, Stephanie Daniels, Lynn Black, Mary Hittmeier

**Members Absent:** Jean Mboma, Gary Wszalek, Ginger Timpone, Father Joe

**Recorder:** Kathy Cimasky

The Parish Council from St Patrick's met in the Sanctuary for prayer and the in the St. Mark's classroom for the Council meeting.

Kathy Cimasky called the Parish Council Meeting to order at 6:50 pm.

**No Meeting Minutes were available for approval.**

### **Introduction of Members:**

Members present at the meeting introduced themselves.

### **St. Patrick's Calendar and Upcoming Events:**

Name badges were passed out to the new members. Members are requested to wear their name badges at Parish functions.

Upcoming events included the farewell receptions for Father John on May 27<sup>th</sup> after the 5 pm Mass; Father Joe on June 3<sup>rd</sup> after the 5 pm Mass; there will be welcome receptions for Father Luke after each Mass the weekend of June 17<sup>th</sup> and 18<sup>th</sup>.

Time and Talent Weekend will be the weekends of August 19<sup>th</sup> and 20<sup>th</sup>; August 26<sup>th</sup> and 27<sup>th</sup>. More details will be available at the June 15<sup>th</sup> meeting.

### **Items for the New Year:**

A schedule of Parish Council meetings for 2017-18 was distributed to each member.

A copy of the Parish Council Bylaws, and Responsibilities and Expectations of Parish Council members were also distributed.

A contact information sheet was passed around the table for each member to provide email address and phone number(s).  
A sign up sheet for opening prayer was also distributed.

**Financial Report:**

No report given.

**Old Business:**

No old business was discussed.

**New Business:**

Discussion of Parish Council Membership to the 6 Ministry Circles was discussed.

Faith Development

Janet Althaus, Jean Mboma

Stewardship

Gary Wszalek

Peace and Justice

Mary Hittmeier

Parish Community Life

Stephanie Daniels

Spiritual Enrichment

Rachael McMillan

Worship

Lynn Black

**Ministry Reports:**

No Ministry reports were made at this meeting.

**Announcements:**

One announcement was made by Luis Cuza regarding the CUFAIR June meeting on June 3<sup>rd</sup> from 2 to 4 pm. There was a flyer distributed by Luis.

**Next Meetings:**

Executive Committee: June 15<sup>th</sup> 6 pm?

Parish Council: June 15<sup>th</sup> at 6:30 pm.