

## PASTORAL COUNCIL MEETING MINUTES

September 11, 2018

### **Attendees:**

Council members: Janet Campbell, Sue Manning, Tom Weathers, Cheryl DeVillier, Mark Dodge, Mary Lou Hamlin, Christie Feuerborn, Mark Schieferecke, and Tina Jinkens

Guest: Meghan Barlow

**Opening Prayer:** led by Cheryl in Fr. Mike's absence

### **Meeting Minutes Procedure Clarification:**

- A motion passed unanimously for Tina to record the meetings to ensure accuracy of minutes as long as recordings are promptly deleted after minutes are typed.
- Minutes will then be emailed to all pastoral council members for proofing.
- After making changes, Tina will email to Cheryl who will get them to Father Mike for his final approval before submitting to Angie for the posting on the website and on the bulletin board in the back of church.

### **Presentation by Meghan Barlow:**

- Meghan shared an idea to fill the two empty alcoves at the front of the church with the image of Our Lady of Guadalupe now hanging in the church basement and a Divine Mercy image. She shared the importance of Our Lady of Guadalupe to the entire Americas and the Divine Mercy Image to this time in the Church.
- The church was designed to keep the alcoves open to keep focus on the ambo and the altar for the Liturgy of the Word and Liturgy of the Eucharist.
- Suggestions were made to create murals representing these images and interchange them with the two small murals at the front of the church. The challenge would be overseeing rotation of murals if other suggestions were brought forth about murals to include in the rotation.
- The council voted with eight in favor and one abstention to keep the alcoves open and the original murals in place.

### **Knights of Columbus Update:**

- Tom shared that the parish picnic will be on October 6, and he will get with Cheryl to create a flier for bulletin. St. Theresa's has a band for the parish picnic.
- The annual Tootsie Roll drive takes place October 13 and 14.

### **St. Theresa's Update:**

No report as first meeting is Wednesday.

### **Finance Council Update:**

See minutes on website and on the bulletin board at the back of church.

**Discussion of Roberts Rules of Order:**

The council voted unanimously not to change overall meeting procedures except that a vote count will be recorded for each motion.

**Thank You Letters:**

- Christie emails to Angie to be printed on letterhead for Fr. Mike's signature.
- One to Mary Lou Heine and Joyce McMahon for planting of bushes at rectory.
- The note to Warren-McElwain Mortuary for 2019 calendars will be completed at a later date.
- Thank you notes to past pastoral council members were sent.

**OLD BUSINESS****Window Water Leak:**

- Richard Campbell wants to confirm that the water test was completed.
- The painting touch-up needs redone.

**Basement Water Leak**

- Water in basement again after rain.
- Architect and attorney were contacted.
- Waiting for civil engineer to revise plan.

**Welcome Bags:**

- Tom clarified that he is working on a general reference list of ministries along with a card to complete to choose ministries that can be placed in the pews.
- Christie emailed an old brochure designed for welcome bags. Revision suggestions were made, and Christie will email a revised version to the council for further editing/approval.

**Historical Registry:**

Mark S. completed the initial application, and Janet is working on extensive research/footnotes.

**Key Collection and Policy:**

- The key policy was revised and implemented August 21.
- Angie created a chart of parishioners known to have keys with the reason for needing a key.
- Cheryl will work with Angie to draft a letter to those known to have keys to encourage them to decide what keys they still need, return unneeded keys, and complete a key request form for needed keys.
- A decision still needs to be made on follow-up with all parishioners if there are people who have keys that we do not hear back from or are not on the chart. Discussed placing in the bulletin.

**Letter to Registered Parishioners:**

Letters to update contact information reviewed at previous meeting were combined, and approved by both pastoral and finance councils. Father is considering them, so they have not been sent out.

**Buildings and Grounds Committee:**

- Tom will have table at ministry fair.
- Invite parishioners to be on this new committee in bulletin and through personal invitation.

**Parish cleaning day:**

- Moving from November 3 to October 20.
- Focus will be on walls, baseboards, and grounds.
- Janet will verify the date with Angie and post on FB and bulletin.
- Tom and Mary Weathers will oversee work day.

**Honey-do List:**

- To be overseen by Buildings and Grounds committee.
- Completed items from the list include: replacement of floor mats; clean-up of leaves and debris from cemetery fence, window wells on west side of parish hall, and around church and social hall; and weeding of grounds around church and social hall.

**Stain Glass Windows Thank You and Recognition:**

- Discussed having a small plaque and doing what Jack Kirchhofer would like.
- Cheryl will connect with Father Mike on calling Jack and making a decision.

**I Give Catholic:**

Finance Council to oversee.

**Eudora Chamber of Commerce:**

The pastoral council does not need to send members to these meetings.

**NEW BUSINESS****Ministry Fair:**

- Pastoral council will set up tables. Tom and Sue will help Saturday between 4:00 and 4:15 P.M. Christie and Mark D. Will help Sunday between 8:30 and 8:45 A.M.
- People needed to help take tables down after fair as well.
- Cheryl will update hand-outs for pastoral council table from last year and will ask finance council to do the same. Will use signs from last year.
- Mary Lou will be at the table and will bring candy.
- Waiting to know if youth group will provide refreshment sale like last year.

**Liturgical Ministry Training:**

- Marla Johnson will do an altar server training and is looking at doing training for lectors/commentators.
- It was decided that those new or returning to liturgical ministries should be encouraged to participate in a training or refresher training.

**Spanish Speaking Mass:**

- Christie presented the idea of a Spanish speaking Mass and shared potential benefits and costs.
- Sue recommended discussing with neighboring churches that have this opportunity such as St. Paul's and Sacred Heart about what is involved. St. John offers a Sunday afternoon Spanish Mass.
- The council recommended assessing interest via the bulletin. Based on responses, a once-a-month Mass may be considered.

**Letter or Care Package for College Students:**

The council decided to ask St. Theresa's to consider sending greeting cards of encouragement with a spiritual component.

**Next Meeting on October 9 at 6 p.m.**

Janet will take minutes in Tina's absence.

(Minutes submitted by Tina Jinkens)