

**St. Margaret Mary Parish
Pastoral Council Minutes
October 5, 2004**

Members Present: Chuck Marquis Fr. Bill O'Shea Fr. Danny Soriano
Dick Henke Matt Johnson Mike Prus
Matt Oliphant Mary Runger Josephine Lewis
Mike Pettinger Lane Epstein Sr. Madelyn Gould
Harry Dubnick Judy Thalmann

Also Attending: Molly Fara

Not Present: Dick Backer

Opening Prayer: Harry Dubnick (with special intentions for Jeanne Mulroy)

Approval of Meeting Minutes

Minutes of the September 7 meeting were approved without changes.

Discussion Items

A. Capital Campaign Steering Committee Update

Steering Committee meetings continue on a monthly basis. The phone-a-thon process is a disappointment due to lack of volunteers.

B. Dick Backer

Dick had surgery last night due to his accident in the parish center over the summer. He is doing well and is anticipating a full recovery. Our thoughts and prayers are with him.

C. Hymnal Purchase

Lane presented the data that has been collected both on the three different music books that are currently in use at SMM as well as the price of the new hymnal that is being considered for purchase. The estimated cost of the new hymnal and its supplemental material is \$11,000. It is hoped that memorials for the new hymnals as well as profits received by selling the old books will significantly defray this cost. The new hymnal would include the music that is used on a regular basis for all masses and would eliminate the need to copy music which incurs copyright fees, cost of paper and clutter in the pews.

Lane requested an approval of the purchase of the hymnals, with the estimated cost of \$11,000 less the memorials and sale of the old books. Council approved this purchase.

D. Finance Committee Update

Chuck will inform the Finance Committee that a member is requested by Council to be present at the November meeting to present a financial update of the budget.

E. Appreciation Dinner

Harry proposed that the Appreciation Dinners not be held this year with the same format from previous years due to budgetary concerns. A discussion followed which included other options, including using a DJ instead of a band, charging guests a nominal charge, and reducing the menu selection.

It was agreed that the appreciation event should be held, but scaled back. Harry, Matt and Mary will research and report their findings next month.

F. St. Margaret Mary 25th Anniversary

The Anniversary Committee needs guidance from Council before they continue their process. Unfortunately, Larry Lucas has lost some committee members due to stagnation of approval of their plans.

The PC surveys that have been recorded to date give resounding support to mark this anniversary. Additional comments have given a variety of suggestions for celebration events.

Council members feel that the Committee has made a great effort to keep the celebration events varied and significant. However, they feel that a celebration that would include a large, expensive dinner should be cut back/simplified. It is important to include a major event that would help build community, celebrating our parishioners and strength as a parish, but it could be a simplified family meal/celebration rather than the formal dinner/dance that took place at the last anniversary celebration.

Council gives approval to a \$20,000 budget for the 25th Anniversary Celebration, which would include a major event (including a simple family meal, no dinner dance), but would also include the other plans suggested by the Committee.

Dick Henke will share this approval with Larry, and Chuck will provide Larry with feedback from the surveys on other ideas. In addition, Mary will speak to Larry about her thoughts for the celebration.

G. Town Hall Meeting/Pasta Dinner

Members of the Men's Club will prepare the pasta dinner in Dick Backer's absence. A tally will be taken of reservations for the meal.

The format for the meeting portion was discussed:

- Matt will welcome, then give a summary of Council's actions over the past year
- Commission Heads will give a summary of their groups over the past year
- Update of the Capital Campaign – parish expansion and school
- Budget status
- Proposed discernment process for selecting PC members
- Use of PC surveys
- Fr. Bill will close meeting

H. Discussion of Input from Parishioners via Mail

Two letters were sent during the past month - one anonymously and one from Chuck Topping. The first one will be taken as a negative survey-type comment, but since there was no name included, no response can be given.

Chuck's letter spoke of a lack of communication between Council and parishioners, and how he feels many parishioners have given constructive suggestions in recent years through surveys and meetings yet there has been little or no follow-through. In addition, he feels that the goals reached at the PC/Staff Day were not concise enough to bring about quantifiable action. Harry and Chuck (Marquis) will meet with Chuck Topping to go over these concerns and will provide feedback to Council at next month's meeting.

I. All Saints Catholic Academy Update

There was an open house last week that was well attended. The School Board is meeting on a regular basis.

J. Suggested Changes to Scholarship Funding

As was discussed at the September meeting, the financial assistance committee suggested changes made to the approved policy, as stated:

Section 5. A grandfathering clause shall provide financial assistance, under the new system set forth in Section 1 through 4 above, for any student who will commence 1st grade through 8th grade at Sts. Peter and Paul (SSPP) or St. Joan of Arc (SJA) or St. Raphael (SR) schools in the academic year of 2005/6. The financial assistance will remain in effect through the completion of the student's 8th grade graduation. Siblings of students meeting the above criteria will also be eligible for assistance as set forth in sections 1 through 4 through the completion of 8th grade graduation. Students who do not fit that description (principally preschool and kindergarten students of 2005/6 and subsequent years) must enroll in All Saints Catholic Academy (ASCA) to be eligible to receive financial assistance from SMMP. Should a student apply to ASCA and not be accepted due to limited seats, the student will be eligible for financial assistance if they attend

SSPP, SJA or SR schools. These students will be eligible for financial assistance through 8th grade graduation. Any exceptions to this will be addressed to the pastor or his designee.

Council approved changes to the policy as suggested by the committee, since it would not increase the total dollars spent on scholarship support.

K. Worship Commission's Suggestions to Capital Campaign Use of Narthex

The Worship Commission has requested subsidy authorization for use of the narthex area. They feel that the capital campaign material should be removed from the narthex during Lent, Advent, Christmas and Easter seasons.

Council concurred that this was a decision that would be made at the commission level and gave their support of this decision.

L. Wish Group Updates, Future Reporting

Group #1 has no update. Matt strongly requested that this group meets during the month and provides an update at the November meeting

Group #2 continues to meet to discuss their topic, looking at the format of the various groups within Council and Commissions and will meet next week with Al and John.

Group #3 has created the survey, received 129 responses at the picnic and additional responses through the bulletin insert and Hospitality Sunday. Gary Skarr has installed this survey through an internet tool that can create reporting and can be available through the SMMP website. Council approved the linkage of the survey to the SMMP website. Once the survey is linked, Harry will report the feedback that is received. It is expected that the survey will continue through the end of the year, and there will be a bulletin statement on the results of the survey.

Josephine will send an email to Council members of comments received at Hospitality Sunday.

A discussion was held regarding the use of Men's Club food/ride tickets for the Parish Picnic, which were distributed to parishioners who completed the PC survey. Due to the short turnaround time between the formation of the survey and the picnic, there was a lack of communication between PC members and Men's Club officers for the distribution/donation of these tickets. Harry and Dick will follow through on this issue with the Men's Club officers.

M. Wish #4 - Healing the Divide

There are several options being discussed with the Steering Committee to attempt to heal the division within the parish that continues due to the progression of the school and the lack of progress with the parish expansion due to the funding issues. This issue will continue to be discussed at future Council meetings.

N. Pastoral Council Election Changes

This committee met during the month to discuss the proposed change to the selection process of Council members using the discernment process. They feel that the following steps would be part of the new process:

- Nomination – either self nominated or by another
- Inquiry phase
- Orientation meeting with Fr. Bill
- Meeting continued with Council members who would discuss needed gifts/talents for Council
- Listing of interested parishioners in the bulletin
- Continued discernment, over one or more meetings
- Focus on no 'winners' or 'losers' – those who are not 'called' can be encouraged to pursue other ministries within the parish

Members of this committee will report at the November meeting.

O. Voter Information Booklets

Mary discussed two voter information booklets that are geared toward faith-based voting research. She wondered if we should offer these booklets to parishioners.

Sr. Madelyn is offering two adult education sessions (Morning and Evening) on the election issues to help participants clarify their positions. The smaller booklet will be available to all participants, and will be placed in the bulletin. Tom Cordaro will be asked to order 100 copies of the larger booklet to be placed in the narthex. Mary will ask Mark Boehlen to list related websites listed in the booklets on the SMMP website.

Commission Reports

Administration Commission

The Commission continues to research the lighting in the Worship Center, as well as broadband internet.

Christian Education

New catechists need to partake in the Protecting God’s Children workshop. All levels of Christian Education are participating in the Threads program. The Commission is looking at ways to gather feedback from parishioners on the education programs, and for a spiritual liturgy to be added to Harvest Sunday. The classes have begun and are going well.

Christian Service

Cheryl Gach has been the coordinator for emergency meals but has moved out of the parish and a replacement coordinator is needed.

Worship

This Commission has added many new Eucharistic ministers, alter servers, lectors and choir members. They are looking for a replacement for Lane as greeter coordinator and are scheduling more Saturday night masses to include the choir.

Youth Representative

Youth from SMMP’s Peer Ministry have been working with other area parishes for the past several months at Hopkins Park, a retreat center. Quest and Peer Ministry programs are going well.

Pastor’s Comments

It’s good to be back after a recent surgery. The Joliet Diocese has formatted a questionnaire that will be sent to Council members and others, looking for feedback.

Final Whip Around

Members feel that this group works hard to do well, and acknowledges that they are not always understood. Sr. Madelyn attended a workshop by Paul Wilkes on how to make good parishes great parishes. Josephine Lewis attended a workshop for consensus decision making/discernment of pastoral council members offered by Sr. Mary Benet McKinney.

Closing Prayer

Meeting adjourned 10:45

New/Continuing Action Items:

Person Assigned	Date of Origin	Item Description	Due Date
Chuck	10/3/04	Request member of Finance Committee to give financial/budgetary update at November meeting	ASAP
Matt, Harry, Mary	10/3/04	Research alternative options for Appreciation Dinners	11/2/04
Dick Henke, Mary, Chuck	10/3/04	Dick will give Larry Lucas decision from Council for approval of Anniversary plans; Mary and Chuck will give Larry additional feedback from personal ideas as well as survey results	ASAP
All Members	9/7/04	Organize Town Hall Meeting – food and tickets, presentation.	ASAP

		(Due to Dick's hospitalization, dinner will be prepared by Men's Club members – Dave Hinkleman, Bob Maro & others)	
Harry, Chuck	10/3/04	Meet with Chuck Topping to further discuss his letter sent to Council	11/4/04
Wish Groups	10/3/04	Provide status report to Council, especially Group #1	11/4/04
Dick Henke, Harry	10/3/04	Discuss tickets distributed to survey takers at picnic with Men's Club officers	ASAP
Discernment Committee	9/7/04	Present proposal for Discernment Process for PC member selection, including changes to Constitution	continuing
Matt	9/7/04	Distribute yearly agenda. Reformat monthly agenda	continuing
Harry	10/3/04	Provide feedback of surveys responded to via website	continuing
Josephine	10/3/04	Send email to members re: comments received from parishioners at Hospitality Sunday	11/4/04

Completed Action Items:

Person Assigned	Date of Origin	Item Description	Due Date
Worship Commission	9/7/04	Decision needed by Council for purchase of hymnals	10/5/04
All	9/7/04	Make decision for 25 th Anniversary Committee's focus – approve or recommend changes	10/5/04
All	9/7/04	Make decision to Financial Assistance Policy changes	10/5/04
Matt	9/7/04	Coordinate 'booth' for parish picnic	ASAP
Josephine	9/7/04	Coordinate 'table' for September Hospitality Sunday	ASAP

Refreshments and Prayer:

November 2 - Mark
 December 7 – Lane/Judy
 January 4 – Dick Henke
 February 1 - Josephine
 March 1 – Dick Backer
 April 5 - Chuck
 May 3 - Mary
 June 7 – Matt/Katrina

Hospitality Sundays:

October 17 - Education
 November 7– Service (L.I.F.E.)
 December 12 – Administration
 January - None
 February 13 - Education
 March 13 - Service
 April 3 – Administration (Diocesan Appeal)
 May 22 - Worship
 June - None

Respectfully submitted by Katrina Meder