

St. Margaret Parish, Naperville, IL
Pastoral Council Minutes
October 7, 2008

Members Present: Brian Churilla, Tom Cordaro, Bob Hansen, Don Helgeson, Fr. Paul Hottinger, Terry Kerr, Jim Krema, Kevin Lynch, Mike Nordbye, Rick Peterson, Mike Prus, Nancy Rutkowski, Barb Ryan

Members Absent: None

Jim Krema, Pastoral Council President, called the meeting to order at 7:00 p.m. Tom Cordaro led the opening prayer and reflections based on Scriptural readings.

Approval of September Minutes:

The Pastoral Council approved the minutes (Final Draft) from 9/2/08, with Bob Hansen moving and Kevin Lynch seconding this. Jim Krema will then post the minutes to the Pastoral Council web page, and Kevin Lynch will summarize these for inclusion in the parish bulletin.

Formation Session on Theological Reflection:

Tom Cordaro, Justice/Outreach Minister, and Mike Prus, Business Manager, led a 30-minute formation session based on theological reflection. Tonight's reflection was based on the following items, which were electronically sent in advance to all Council Members:

- *Suburban World -- Changing World* from Chapter 2 of Rev. David Boumgarden's Reweaving the Torn Fabric of Life: The Call of a Missional Church
- *Reading Signs of the Times Demographics*
- *Trends and Politics in DuPage County*

Tom and Mike will also lead two additional formation sessions on theological reflections, scheduled for the November and December Council meetings.

Guidelines for Active Listening Intervention with Parishioners:

The Council discussed their developing interviewing and listening skills with parishioners, based on *One on One Active Listening Interview: Reading the Signs of the Times by Engaging the Personal Experiences of Our Parishioners*. Fr. Paul and Mike Prus had electronically sent this article in advance, along with providing an additional *Proposal for One-on-One Interviews* at tonight's meeting. In addition, Mike Prus had also presented this same information to SMMP Staff.

Council Members then paired up in order to practice this interviewing process with each other (for 10 minutes), with their reconvening to share what was learned and what was deemed as beneficial from this process. Mike Prus then discussed the *Proposal for One-on-One Interviews*, for which both Staff and Council Members would be asked to conduct two interviews with parishioners and write a one-page summary on each of these (maintaining interviewee anonymity). These interviews would be completed between 10/07/08 and 12/02/08, with written reports to be completed and electronically distributed to all Council and Staff by 12/16/08. Likewise, Council Members and Staff would then be asked to review the compiled material at their respective meetings in early January, prior to the theological reflection session to be held later that month. While some Council Members expressed their concerns about conducting these interviews with parishioners, it was better explained that this task would be more qualitative and in-depth, to be used for theological reflection and to assist in making future decisions.

It was recommended that an explanatory article should appear in the parish bulletin, informing parishioners that they could either volunteer for or be asked to participate in one of these interviews. Tom Cordaro and Mike Nordbye will submit this article for the parish bulletin, and Kevin Lynch will be listed as a contact for volunteer interviewees. It was also recommended that Council Members and Staff include a more cross-representational sample of interviewees, with respect to gender, age, and longevity in the parish.

Following this, the Council took a break starting at 8:50 p.m., resuming the meeting at 9:00 p.m.

Constitutional Revisions:

In ongoing efforts to review and revise the Pastoral Council's Constitution (last revision in 2005), Jim Krema provided a summary of the Council's discussion points on this from 6/03/08. The Council again reviewed possible changes to the current text of some Articles. Prior to the 11/04/08 meeting, Jim will electronically send out a compilation of additional changes for the Council's final approval.

Commission Reports:

Administration: Mike Nordbye, Administration Representative, reported that the Administration Commission had last met on 9/17/08 (with minutes electronically sent to the Council). He reported that SMMP's building permit was finally approved by the City of Naperville; that a vendor's proposal was approved to replace seven rectory windows (at a 60-70% savings); and that the City of Naperville has expressed an interest in using

SMMP's church parking lot for a Pace bus "park and ride" site. While the "park and ride" site would possibly only generate \$2,000-\$5,000 additional revenue, many other factors still need to be addressed about this before its approval.

Christian Education (CEC): Bob Hansen, CEC Representative, reported that the CEC had last met on 9/11/08 (with minutes electronically sent to the Council). Religious Education students will now be allowed to write in their workbooks, with new usable textbooks being purchased next school year. Bob also expressed the Commission's interest in reducing its meeting frequency to 3-4 times per year when there are no staff hiring issues. Jim Krema confirmed that the diocesan guidelines state that the commissions can "...gather as frequently as needed to fulfill their purpose. Some commissions meet monthly and others quarterly." The next CEC meeting is scheduled for 11/13/08.

Christian Service (CSC): Nancy Rutkowski, CSC Chairperson reported that the CSC had a formation meeting (with prayer service and a social) on 10/2/08. Nancy thanked Tom Cordaro for conducting this formation meeting in her absence. She had also electronically sent a Second September Committee Report, dated 9/23/08, to the Council, summarizing all of the committees' activities. She noted tonight that Transitional Housing is currently struggling with two challenging families. Meanwhile, SMMP held its first night as a host-site for P.A.D.S. (Public Action to Deliver Shelter) this past Thursday, with this being considered a success. Its lower attendance (14 guests) might be attributed to mild weather, its being a new and unfamiliar site, and its having no designated outdoor smoking area.

Christian Worship (CWC): Don Helgeson, CWC Representative, reported that the CWC had last met on 9/08/08 (with minutes electronically sent to the Council). Fr. Paul noted that the first new Teen Mass, held on 9/28/08 at 4:00 p.m., was well attended and received. In addition, the CWC needs to revise its by-laws to be in compliance with the new format. The next CWC meeting is scheduled for 11/03/08.

Development Committee:

Jim Krema reported that the Development Committee had recently met, with its deciding to hold a Fall Commitment Appeal on 11/22/08 and 11/23/08 (Christ the King Weekend). This will be held as a follow-up to the Spring Commitment Appeal. While this Fall Appeal will be "lower key," its focus will be on those parishioners who have not yet turned in any commitment cards, along with encouraging them to use the ParishPay system. The 300-some families out of 2,800 who had returned their commitment cards from the Spring Appeal will also be thanked.

Meanwhile, Jim stated that he will be confirming additional details about this Fall Commitment Appeal shortly, e.g. about whether or not a letter with commitment cards will be mailed.

New Business:

October Mass Attendance Census for Diocese: Fr. Paul noted that the Diocese is requesting that all of its parishes take attendance census counts at all of their weekend Masses on any three weekends in October. SMMP's greeters will be asked to assist with this.

Newcomers Reception (10/23/08): Rick Peterson, Pastoral Council VP, stated that the next Newcomers Reception is tentatively scheduled for 10/23/08, with 25-30 newcomer families already having been contacted. While Rick will be unable to attend this, Brian Churilla volunteered to lead this in Rick's absence.

Theological Reflection Day (1/10/09): The Council considered various dates in January for its Theological Reflection Day for SMMP Council Members and Staff. The date chosen for this full-day program is 1/10/09.

Parish Appreciation Night (1/24/09): Due to this year's budgetary constraints, a Parish Appreciation Night was not included in the new budget. If a modified Parish Appreciation Night can be still held, the Council is looking at the evening of 1/24/09 for this.

Pastor's Comments: None

Final "Whip" Around: Comments included:

- "Challenging and good meeting"
- "Enjoyed [the meeting]"
- "Need more time in advance to reflect" [with reference to *Proposal for One-on-One Interviews*]
- "Appreciated receiving commission reports in advance"
- "Good meeting – positive"
- "Challenging to do business within a specified format"

Closing: Tom Cordaro offered a closing prayer, and Brian Churilla was thanked for providing tonight's refreshments. The meeting then ended at 9:45 p.m.

The next Pastoral Council Meeting is scheduled for 11/04/08 at 7:00 p.m. in Room 8.

November Opening and Closing Prayer: Tom Cordaro and Mike Prus

November Refreshments: Bob Hansen

Open Action Items:

Person Assigned	Date of Origin	Item Description	Due Date
Jim Krema	10/7/08	Prepare revised PPC Constitution and distribute to Council prior to November meeting for approval.	10/24/08
Entire Council	10/7/08	Choose two interview candidates and send names to Kevin Lynch.	11/3/08
Jim Krema	10/7/08	Form a committee to prepare a recommendation for hosting Parishioner Appreciation Night.	11/4/08

Respectfully submitted,

Marlyn Ligner Steury
Recording Secretary