

**St. Margaret Mary Parish, Naperville, IL**  
**Pastoral Council Minutes**  
**October 6, 2009 – Draft with edits received thru 10/25/09**

**Members Present:** Brian Churilla, Tom Cordaro, Desmond Curran, Bob Hansen, Don Helgeson, Terry Kerr, Kevin Lynch, Tony Mankus, Susan Murray, Nancy Rutkowski, Barb Ryan

**Members Absent:** Fr. Paul Hottinger

Tonight's meeting was held in the library at All Saints Catholic Academy (ASCA), Naperville, starting at 7:30 p.m. This meeting immediately followed a half-hour school tour and presentation conducted by ASCA board member, Colleen Ryan, and school principal, Sandy Renehan. ASCA board members Kim Olivares and Paul Weinewuth were also present for the tour and presentation. Barbara Ryan, Pastoral Council President, called the meeting to order, with Brian Churilla leading the opening prayer.

**Announcements and Approval of September Minutes:**

**The Pastoral Council approved the final draft of the minutes from 9/1/09, with Bob Hansen moving and Nancy Rutkowski seconding.**

These will now be posted online to the Pastoral Council's web page.

**Hospitality Sunday Sign-Up (10/10-11):** Council Members signed up to help "mingle" at the upcoming parish Hospitality Sunday, as well as help staff the Newcomer's Information Table, after each of this weekend's Masses. Council Members are requested to wear their nametags, which are located in the upper left corner mailbox along the north wall of the Parish Center. Each Council Member's goal should be to meet at least two new people at Hospitality Sunday.

**"Unplugging the Christmas Machine" (10/24 – 1:30-4:30 p.m.):** Council Members are invited to attend this parish workshop (to be held in the Parish Center), open to all ages. Registration is required.

**Fr. Julian's Presentation on Liturgy Changes (10/27 – 7 p.m.):** All Council Members are invited to join the Christian Worship Commission (CWC) for Fr. Julian's presentation about upcoming liturgy changes.

**THREADS – Doug Brummel's "Lighten Up" Presentation (11/13 – 6:47 p.m.):** Council Members are encouraged to attend this special *THREADS* program, designed for all ages. Registration is required, and free will offerings will be taken.

**Bulletin Publication of Summarized Council Minutes:** Desmond Curran, Council Secretary, recommended that there be greater timeliness with the publication of summarized Council minutes in the parish bulletin. He noted that there is an approximate 7-8 week delay between the actual Council Meeting date and subsequent bulletin publication of its summarized minutes. The procedures

that are currently used include the following: Council approval of the previous month's finalized minutes; online posting of the approved minutes to the Pastoral Council's webpage; and, finally, submission of its summary for inclusion in the parish bulletin. In addition, this summary needs to be submitted ten days prior to the intended bulletin publication.

The Council recommended that there be approximately one week's time allotted for Council Members' submission of edits to the working draft of the minutes. Following this, the Council Secretary will then circulate to other Pastoral Council members a summary of this working draft for inclusion in the parish bulletin, with a similar timetable of about a week for comments to the summary. It was noted that it might even be possible to review the minutes and the summary simultaneously. A statement should be included in any summary published in this fashion it is based on a working draft of the minutes containing initial edits, with anticipated Council approval of the minutes in final form at the next month's meeting.

**Parish Pictorial Directory:** Barb Ryan stated that plans for a parish pictorial directory are "on hold" until late Spring 2010. Based on meetings held on 9/21 with Olan Mills Studios, followed by subsequent discussion with parish staff, it was determined that the space needed for this project was not available during the late fall time frame proposed by Olan Mills. In order to complete the photography for the directory, Olan Mills requires 3-4 weeks of dedicated working space at SMMP, including on-site photographic equipment storage.

**Cluster 4 Meeting Report:** Brian Churilla reported on the Cluster 4 Meeting that he and Barb Ryan had attended on 9/17, focusing on planned giving and development. Tony Brandolino, Chief Development Officer for the Diocese of Joliet, presented to the Cluster 4 representatives at this meeting, providing ideas about generating parish fundraising and development. He has also developed a fundraising program and kit that is available for parish use throughout the diocese at no additional parish cost. Barb stated that she was "very impressed" with these materials and program and stated that the Development Committee plans to tailor these materials for use at SMMP. While the diocese offers parishes free printing of the commitment cards, the Development Committee has decided to design its own commitment cards for SMMP.

**Development Committee Report:** Barb Ryan presented the Development Committee's plans to hold another parish commitment card campaign in late November. They plan to ask Fr. Paul to introduce this card campaign from the pulpit at the weekend Masses on 11/21-22, with the commitment cards being mailed out immediately afterwards. The commitment card campaign will again be addressed at the following weekend's Masses. Meanwhile, special bulletin articles and inserts will also appear about this campaign. Barb will be helping write two separate letters that will be accompanying these mailed cards: one written to parishioners who have previously turned in a commitment card; and another to parishioners who have never turned in a card.

This commitment card information is critically needed by the parish as it plans its annual budget. Parishioners' use of commitment cards helps foster the concept

of stewardship, while serving as a reminder about the importance of maintaining committed giving. During 2008-09, only 362 commitment cards were turned in from 2,800 registered parish families. In addition, Barb noted that there was a “big surge” in parish giving immediately following proposed program cuts – unfortunately, this giving momentum was not maintained.

Following this, the Council took a break from 8:20-8:30 p.m., with refreshments provided by ASCA.

### **Commission Reports:**

**Administration:** While Tony Mankus, Administration Commission Head, had sent a commission summary in advance, he again reported that notice of the Council’s decision to drop the Naperville “Park and Ride” proposal was sent to the City of Naperville, Kennedy Jr. High, the Knolls of Huntington Homeowners Association, and the Green Trails Homeowners Association. The notice also appeared in this past Sunday’s parish bulletin.

Delays continue on the steeple repair work due to the need for a crane lift to cantilever over to the working area. Tony stated that this work should hopefully be done shortly, weather permitting. The sacristy leak still needs to be repaired.

**Christian Education (CEC):** Bob Hansen, CEC Representative, referred to the October CEC report sent in advance, noting that many Religious Education teachers are now using increased electronic communication with their students’ families rather than sending papers home. The Religious Education Directors also recognize the importance of Pastoral Council’s increased visibility within the parish.

Kevin Lynch, who is leading a Journey (jr. high) group, noted that there is a dire need for additional Journey Program leaders. His current group consists of 29 students, although previous Journey groups typically have had 10-12 students.

**Christian Service (CSC):** Nancy Rutkowski, CSC Commission Head, referred to the September 2009 CEC Report sent in advance, which summarized recent activities of the 21 service groups in this commission. She clarified that, while the Diocese recently closed Archbishop Romero Catholic School in Aurora, SMMP’s Sharing Parish Committee is continuing its Scholarship Fund efforts to aid former students of Archbishop Romero who are now attending other parochial schools. SMMP’s Sharing Parish Committee has recently held a flea market and “Cream of the Crop” craft fair, along with the upcoming Wine and Cheese Tasting Night (10/9), to benefit this Scholarship Fund.

**Christian Worship (CWC):** Don Helgeson, CWC Representative, stated that Fr. Julian will be giving a presentation to the CWC on 10/27 about the upcoming world-wide liturgy changes in English-speaking countries.

He also reported that an article appeared in this past Sunday's parish bulletin seeking donations to be used for an on-site laundry facility at SMMP for PADS (Public Action to Deliver Shelter). If any additional contributions are received in excess of the purchase price of a heavy-duty washer and two dryers, the Council discussed how such contributions could be used. Ideas included using surplus funds toward additional PADS laundry supplies and utilities. It was also noted that the parish teens plan to be raising some money for PADS through their upcoming "Sleep Out Saturday" project – this can be directed toward laundry needs.

**Signage Report:** Brian Churilla provided a photographic presentation about the types of signs being used by other area churches. While electronic and brick-and-mortar signs are attractive but very expensive, he especially recommended the use of V-shaped banner signage that could be easily viewed by traffic from two directions along Naper Blvd. Such banners could be frequently changed to communicate to the community about special programs and events. Brian also contacted several vendors for some price information. The Council recommended that Brian should next contact Rick Eckstein, Men's Club President, along with the Men's Club officers to hopefully enlist the Men's Club support for new signage. Such signage would help the parish continue to meet its goals for increased communication and outreach to the larger community.

Brian will e-mail his presentation on signage to Tom Cordaro, so that it can also be shared with the parish staff. It was also recommended that Deacon Terry Taylor be contacted, especially for his input about such signage on the parish grounds. Brian will provide an update to the Council at the next meeting.

**Pastoral Council Communication & Hospitality Goals for 2009-10:** Barb provided hard copies of revised Communication and Hospitality Goals (originally generated at the Council/Staff Day on 8/22). These revisions include those made at the previous Council meeting on 9/1, along with ones made by e-mail on 9/10. While most parts of this document appear to now be in final form, it was suggested that "leadership" be defined as "Pastoral Council and staff." While Barb will work on making a few additional edits, it was noted that the Council is already meeting some of its 2009-10 goals.

**"In God We Trust" Talking Points:** Kevin Lynch presented a talking point guide that he and Tom Cordaro had developed for Council and staff's use to communicate about the new parish theme "In God We Trust" to fellow parishioners. The basic theme message includes the following:

***In these times of uncertainty, our parish-wide theme encourages all of us to:***

***EXAMINE what it means to trust in God,  
EXPLORE our understanding of God's mission for our parish,  
EXPAND our outreach to our community, out nation, and the world.***

The Council then divided itself into small groups, participating in a 10-minute practice exercise in explaining the new parish theme through the use of these talking points. It is also recommended that Council members refer parishioners to the parish's online home page for more in-depth information about the parish theme "In God We Trust."

**Other:** There are currently 130 parishioners participating in small faith-sharing groups, focusing on the "In God We Trust" theme. Fr. Patrick Brennan gave the "kick-off" presentation for these small groups on 10/4. Each of the small groups plan to meet for four sessions, ending sometime before Christmas.

**Final "Whip" Around:** Comments included:

- Great communication
- Thanks for the signage presentation
- Productive meeting
- Good discussion, especially about "the three E's" [parish theme talking points]
- ASCA tour was wonderful – appreciated all of the legwork involved
- Great meeting
- Good progress being made
- Thanks to our ASCA hosts, also helping us meet an "improved communication" goal

**Closing:** Brian Churilla offered a closing prayer, and ASCA was thanked for hosting tonight's meeting. The meeting then ended at 9:40 p.m.

***The next Pastoral Council Meeting will be held on Tuesday, November 3<sup>rd</sup> in Room 8 (St. Margaret Mary Parish).***

*November Refreshments: Don Helgeson*

*November Prayer/Faith Sharing: Tom Cordaro*

Respectfully submitted,  
Marlyn Ligner Steury  
Recording Secretary