

St. Thomas the Apostle Church  
Parish Pastoral Council Meeting  
June 15, 2022  
6:30 PM  
Deacon Jose Room

Attendees:

Fr. Ray Powell	Linda Best, Chair
Eileen Connolly	Warren Hunt, Secretary
Jim Gold	Pete Kilmartin
Jeff Kirk	Duane Baumert, Finance Council Chair
Seminarian Michael Willey	Guest

Absent:

Dennis Preston

Agenda

1. Opening Prayer

Fr. Ray opened the meeting with a prayer

2. Review and approval of May 11th Minutes

The May 11, 2022 minutes were unanimously approved.

3. Status of Council information on website

a. Remaining bio sketches needed

All bio sketches except that for Dennis have been completed. Once all are received and edited for consistency, they will be placed on the parish website.

b. Status of bylaws for posting

Fr. Ray will take on the job of finding a clean copy of the Council bylaws for posting on the website.

4. Council mission and vision update

Linda offered a proposed parish vision and mission statement that could form the basis for the Council's work, specifically:

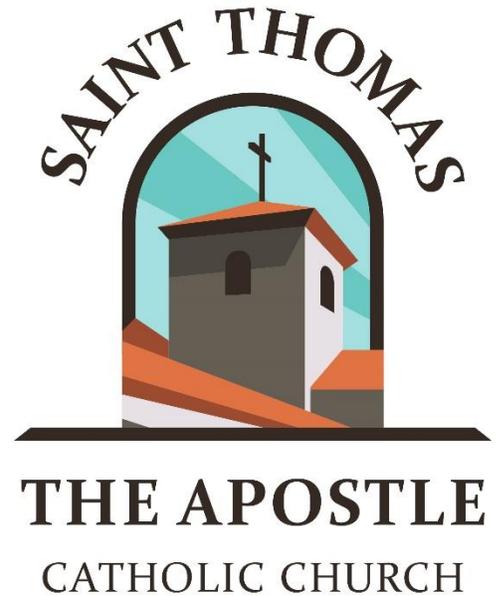
*Vision: St. Thomas the Apostle Church is a welcoming Roman Catholic community proclaiming the Gospel of Jesus Christ to the people of Loudon County.*

*Mission: Building community through faithful proclamation of the Gospel, education, service, sharing in the Sacraments, and stewardship.*

Council members are asked to review these draft statements and provide comments to Linda.

5. Council committees

a. Orientation on committee purpose and direction



Linda gave an overview of the role of the committee for the Council. She stressed the importance of these committees in providing representation and liaison with the parish, working to support the vision and mission, and being advisory to the Pastor and Council. She noted that the committees would work individually and collectively, and that there would likely be overlap between committees in some areas. Maintaining flexibility was stressed.

b. Progress to date w/committee chair assignments

Linda noted that three committees have chairs assigned to them: Infrastructure (Jim), Data Development (Jeff), and Communications and Technology (Warren). She identified other committees that will need a chair, specifically Education and Evangelization as well as Volunteer Recruitment. Council members are encouraged to consider which committee(s) they would want to be involved in and possibly chair.

c. Initial insights on committee structure / activities for the Communication committee

Warren provided an outline for the Communications and Technology committee, and discussed both the format and content. Helpful comments were provided and the revised outline is appended to the end of these minutes. It can serve as a model for other committee outlines but it was noted that each committee should develop their own outline in the manner that most effectively serves its needs.

6. Background info on previous Volunteer Recruitment Fair and basic working plan for the next one

Fr. Ray described the previous ministry fair held in September 2021. It was held outdoors after weekend Masses and was considered successful by ministry leaders. It was especially beneficial for the parish to see in one place the many ministries operating at St. Thomas. Fr. Ray suggests that a future one be held in the social hall of the Parish Family Life Center to allow tables to remain set up. He also said that there would need to be representation from understaffed ministry groups that may need assistance with creating a table. No specific next steps were proposed on this item, but the possibility of a committee to develop it further was suggested.

7. Follow up discussion on Anglo/Hispanic gap w/brief amount of time to brainstorm next steps

The Council believes that having Hispanic representation on the Council is important. Fr. Ray agrees and is continuing to work on this. Helpful suggestions were made to include Hispanic representation in specific work of the Council, such as in developing the vision and mission statements and also as members of committees.

8. Kitchen Team Development

Duane alerted the council to a need for more volunteers to provide food services for parish events for religious education, youth group, and other functions. He is looking for team leaders for three kitchen teams as well as an overall coordinator. Some volunteers from the Friendship Kitchen teams may be able to help here. Jim noted that the Knights had been approached with this request and were discussing it. A meeting between the Knights, Friendship Kitchen leadership, and the current coordinators was suggested.

9. Next meeting: July 20, 2022 at 6:30 PM

10. Closing Prayer

Seminarian Michael Willey offered the closing prayer.

## Parish Pastoral Council Committee Outlines

### Communications and Technology

*(Revised 6/15/22)*

Purpose: The committee will support the Pastor and Council in efforts to communicate with the parish as well as support activities to effectively utilize technology for communications.

#### Scope:

- Recommending areas where communications to the parish are needed
- Supporting staff charged with communications and technology by identifying tools for consideration
- Creating and executing communications for the Council including electronic communications, town hall meetings, and bulletin communications.
- Supporting the Data Development Committee in surveying and other data-gathering efforts
- Coordinating with volunteer organizations in the parish to promote their efforts

#### Process:

- Respond to communications needs identified by the Pastor and Council
- Emphasize the use of Flocknote as the core communications tool in the parish
- Provide recommendations and advice to staff responsible for communications and technology
- Develop a plan for regular communication of the Council's work, including timing and venues.
- Maintain liaison with parish volunteer groups to be aware of communications and technology needs

#### Committee:

- The committee will invite non-Council parishioners to participate, with a special focus on those with experience in communications and technology
- Members:
  - Warren Hunt (Chair)
  - Jim Wogan (proposed)
  - Tim Geoghegan (proposed)
  - Hispanic community representation