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## St. Thomas More Pastoral Council Meeting Minutes

February 8, 2018, 7:00-8:00 pm; General Meeting

Call to Order

Members in Attendance:

Members Excused: Bill Mausser and Riley Brunk

Members Absent:

- A. Sunday Scriptural Readings and Closing Prayer—Leigha Rios
- B. November 9 meeting minutes were approved via email
- C. Comments from Father Chuck Adam
  1. New committee will be established to explore other avenues for building expansion. PC members to join special committee are Tracy Clapp and Keith Less. Norma will give their names to Mark Theony, Chair of Finance Council. Father also shared the October 2017 mass counts for the churches in our area from the Diocese of Davenport. On both weekends, STM had the largest number in attendance. Andy Gartner offered to assist the subcommittee and Father has already talked to the IC Deanery and the Bishop about the exploratory process. Finance Council approved \$5000 for the “exploratory or investigative” building project.
  2. The North Entrance handicap door access “project” is currently on hold.
  3. Youth representative Riley Brunk has decided to resign. Michelle Montgomery will wait until March to ask for a volunteer for 2018-2019.
- D. Items from Pastoral Council member
  1. May 5, 6, 2018 is our election weekend for Parish Council and Regina BOE members.
    - a. Election Committee members: Kim, Cathy and Bill.
    - b. Norma Ward and Keith Less are going to run for another term.
    - c. Annette Goodheart will be the new Regina BOE representative from STM, along with Janan Rustan and Chad Hageman.
    - d. Members approved to look for members that are currently on other Commissions and it was approved for Father to ask Dimy Doresca and Shirley Schneider to become the new Pastoral Council members for the 2018-2021 terms. Update: both have agreed to serve on Pastoral Council.
    - e. The change in the election process will be summarized in the April/May 2018 By Laws and Constitution revision.
    - f. Review of Candidate form. It was decided by the members that ALL Pastoral Council members will update their summaries before the May weekend and post in the gathering space and on the STM website. Form was approved.
    - g. Tracy Clapp suggested that Pastoral Council members have identification badges to wear at each mass so that parishioners know their PC members. Norma volunteered to obtain new identification badges to be distributed at the June 2018 Transition PC meeting.
  2. Hospitality Ministry Update—Pam Bourjaily
    - a. New Member Breakfast is February 11 after 11 am mass—Pam reported it was well attended; 40-50 individuals and 5-6 new families were present.
    - b. Keith Less was going to contact Dave Johnson and show him the Welcome Desk from Amazon and determine whether it would be more

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- cost effective to order it rather than build it. Again—we will need to check on available funds.
- c. Pam reported on her meeting with the Church Family Life Commission members.
  - d. They suggested having a committee of 3 knowledgeable people about parish activities to be available for answering questions following each Mass and to enroll new parishioners.
  - e. As there are no computers or confidential space, it was recommended that “name, phone, address and email be obtained on paper for the present.
  - f. Norma volunteered to contact Maricarla to determine the best way for her to receive new member information—electronically or hard copy. Possibility of creating a RESET form for new members was discussed. Also wanted to include “if you have a special need, please contact the Parish Office”.
  - g. Father reported that Judy Duncan was the STM’s IT person, but that the DD has an IT person: Rob Butterworth.
  - h. PC members discussed the need for a Chromebook, and Father was going to check with Katie Schneider on fund availability.
  - i. Welcome Ministry will be a subcommittee of the Church/Family Life Commission.
3. Stephen Ministry Spotlight Weekend: moved from March 3/4 to March 10/11.
  4. Successful Catholic Worker House luncheon—Kudos to Kim for organizing and everyone who was able to assist, bring food, donations, etc.
- E. Review of Stewardship form—Norma reported that she has comments from W&S, SA/SJ and CL/FL. Revised form will be emailed to all PC members to obtain your approval and then will go to Parish Office staff. Goal is for launching in Fall 2018 (new member orientation, welcome ministry, possible stewardship fair in the lower level.)
- F. Old Business/Reports and Commission Meeting Minutes—PC Liaisons share information from their commission’s August meetings
1. Church/Family Life Meeting—Kim or Leigha
  2. Finance Council Report—see above report from Father Adam
  3. Regina BOE Update—Father Adam
  4. Faith Formation/Religious Education report—Norma will share questions with Shannon
  5. Social Justice/Action January Meeting Minutes--Ann E, Larry, Charles or Ann H; reported that STM Social Justice Commission may be sponsoring a writing workshop to fight poverty in April or May. The letters will be hand-carried to Washington, DC in June.
  6. Worship and Spirituality Meeting Minutes for January—Pam reminded the members that on Holy Thursday, March 29, 2018, the Pastoral Council members are responsible for the 4 teams of 3 responsible for the Ritual Washing of the Feet. Norma volunteered to set up a sign-up genius and share instructions.
  7. Youth Ministry Report—Norma will share questions with Michelle.
- G. Plan for PC 2018-2019 New Business
1. Stewardship Time Inventory
    - a. Father suggested we have Tom Persoon follow up with the Commissions on compiling amount of time dedicated to being a member per month. Norma send email to Tom—asking if he is willing to capture this information and then if willing, Norma will send an email to the commission chairs and copy to the PC liaisons of each commission. Project due date? (April or May) UPDATE: Norma would like to discuss

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- the option of collecting “accomplishments” rather than hours for the Stewardship Time Inventory at the March meeting.
2. Review of Constitution and By Laws—March/April 2018 PC meeting. Group briefly discussed revisions and the possibility of job descriptions for the officers—these should come directly from the Diocese of Davenport website per Norma and will be included in the “Welcome Packet” for all new members.
    - a. Proposal: Commission Chairs hold a 3-5 year term and then they can elect to continue or commission can vote to allow rotation of Chair duties.
    - b. Proposal: PC Secretary as chair of PC New Member Committee.
    - c. Proposal: Current Vice President would serve as the President for the next term.
  3. Other Business:
    - a. Kim asked when the announcements were moved to being read BEFORE Mass. Previous members offered that it may have started with Father Page and wanting to make sure the “early departures” heard the announcements. It was requested that the Worship and Spirituality Commission revisit the practice.
    - b. Keith Less reported the Knights of Columbus need storage space and he presented options to the members. Father recommended the Knights of Columbus submit a plan to Finance Council for review. Father also recommended talking with Kent Campion about the project. Keith also noted Knights of Columbus Fish Fry Dinners are every other Friday in Lent starting 2/23/18.
    - c. Charles Heine presented information on their trip to Vietnam and the prayer kiosks. Father mentioned that the space behind the altar is always a nice quiet space for reflection.
    - d. St. Patrick’s is having a St. Joseph the Worker Party on April 29 as a fundraiser for the Catholic Worker House. A handout was provided by Father.
- H. Sunday Scripture reading and prayer assignment for next meeting, March, 8, 2018, Larry Posey.
- I. Closing Prayer—Leigha Rios