

Parish Pastoral Council Minutes

July 19, 2018

Members Present: Fr. Ramon, Katrina Baumann, Fran Cautela, Michael DeBrosse, Celeste Guglielmi, Roger Heckel, Lance Lewis, Robin Racine, Angela Ray, Bill Rectanus, and Irene Sze. Member by Phone: Kevin Stogran

Not Present: Jim Lehnerd (on vacation)

Guest: Dave Gruber, Director of Religious Education

- I. Minutes of the June meeting were reviewed.
 - Roger motioned to accept the June minutes; Lance second. Motion passed and approved.
- II. Fr. Ramon's report:
 - A. Father opened with the Gospel reading of the day.
 - B. No further opening comments.
- III. Old business:
 - A. CPR / AED – no report at this time as Jim Lehnerd is on vacation.
 - B. Emergency Operation Plan (EOP) – Frank Danalewich will be meeting with Jim Lehnerd when he returns from vacation to discuss the EOP for the parish. Update for next meeting.
 - C. Festival – is moving forward and individual segments are being handled. The Parish Council has been asked to supply a Silent Auction basket of tools, valued around \$50. Celeste agreed to handle the Silent Auction basket. Council members need to help with the cost.
 - D. Communication within the Parish – letter to parishioners has been mailed out and many have received them at this date. Angela reported that two council members needed to submit to her their current ministries so she can update the PPC bulletin board.
- IV. New business:
 - A. Parish Registration – it was determined that we need all parishioners to register, including current members as some information is missing from their census. An updated Parish Communication Form (previously called Parish Membership Registration) will be used. We will need parish council members to man the tables at both entrances and in Pastors' Hall the weekend of August 25th and 26th. We will also have a table at the Parish Festival, August 17th and 18th as well as at the Ministry Fair on September 16th. Please let Bill or Lance know if you are able to help at any one of these registration opportunities. It was suggested that we also have someone available after the Filipino, African and Spanish Masses to get those attendees registered. Bill reported that the parish census shows that 40% of the current registered members are over the age of 65 (this does not include high school children or under).
 - B. Parish Plan – Lance met with Kevin, Bill and Deacon Dean. Lance provided a outline handout on developing the Plan. Please review the handout and send Lance or Kevin any thoughts, suggestions or comments. There is no timeline nor the order presented in the outline. It could go in to a 3 to 5 year plan, or 10 year plan. It was suggested we start off once a month beginning the first weekend in August with the Witness Presentations. Father would introduce Kevin and council members or committees/organizations. In August, Father would introduce Kevin who will give a short talk on the parish population and the need to communicate with all members of the parish. September, Parish Pastoral Council; October, St. Vincent de Paul; November, Giving Tree; December, (Advent) maybe P.R.E.P. update;

January, etc. Kevin agreed to write up a bulletin announcement about the “population” census. Katrina suggested we have a Town Hall on several dates and times once the Plan has been developed. The next step of the Plan is to develop a Parish Survey.

- C. Parish Survey – Roger passed out a handout of the Beginnings of a St. Elizabeth Parish Survey that was compiled from the OSV Seminar that was attended by some of the council members. Roger stated he would be interested to chair the sub-committee for the survey. Motion to appoint Roger as chair was made; Lance approved the motion and Fran second the motion. Other interested members on the sub-committee: Fr. Ramon, Lance, Mike, Johanne/Kevin, Katrina, and Dave Gruber. It was suggested we ask other parishioners if they would be interested in serving on the sub-committee. Kevin’s wife, Johanne, will act as the Admin for the survey as she currently handles this with her job and is quite knowledgeable with Survey Monkey. Dave obtained a survey and results from another parish for reference. Angela asked Mike if and what youths were talking about their parishes. Mike stated that the youths don’t discuss their parishes, only in his DeSales E-Team (Evangelization). How do we bring in more youth as they are very tech savvy? How do we market or reach out to the youth? We will make the survey accessible to all including the website, PREP classes, etc. Dave pointed out that St. Elizabeth accommodates to nine (9) separate school districts.
- D. 2019 Parish Calendar – Bill stated that the Parish Calendar for 2019 has been presented to the publisher to obtain a sponsor saving the parish around \$700 for 500 copies. We lost our sponsor about three to four years ago who passed on. The church had been paying \$1 per calendar for the last three years.
- E. Parish Pastoral Council Finance Budget – the Finance Council approved \$1,500 for the 2018-2019 fiscal year budget, if needed to assist with our Survey, Plan, etc.

V. Other Concerns, Comments & Suggestions:

- A. Non-parish activities are currently paying to use the facility, i.e. Catholic Charismatic Group, Inner Healing Ministry (Fr. Bill Faiella)
- B. Bill stated that the next Council meeting agenda (and all future) will be posted two weeks prior to the meetings on the PPC bulletin board as Preliminary. The council members will have an updated agenda prior to the meeting.
- C. Next meeting will have to take place in one of the classrooms as Pastors’ Hall will be set up for the Festival Silent Auction.

VI. Business for next meeting:

- A. CPR / AED subcommittee.
- B. Emergency Operation Plan (EOP)
- C. Census/ Parish Registration (Communication)
- D. Parish Survey sub-committee
- E. Parish Plan Survey sub-committee

Convened: 7:00PM

Adjourned: 8:28PM

Next Meeting: August 16, 2018 at 7PM