

**St James  
Pastoral Council Minutes  
December 13, 2017**

**Call to Order:** Chair, Pat Buehler, called the meeting to order at: 7:01 pm.

**Present:** Terry Brecklin, Pat Buehler, Joe Gonzalez, Matt Hoffa Tim Khoury, Jill Lehnen, David Topp, John Walker.

**Excused Absences:** Ellie Allen, Ray Gross, Dcn. Sandy Sites, Paul Stevens.

**Gospel Reading and Reflection**

Matt Hoffa read Matthew 11:28-30. *Jesus said to the crowds: "Come to me, all you who labor and are burdened, and I will give you rest. Take my yoke upon you and learn from me, for I am meek and humble of heart; and you will find rest for yourselves. For my yoke is easy and my burden light."* Matt provided a handout which guided us to examine the three verbs in this passage: come, take and learn. Come to Him. Take His yoke. Learn from Jesus. If we respond to Jesus in these ways, he will give us rest.

**Approval of Minutes.**

Motion to approve the November minutes was made by Joe Gonzalez; second by Jill Lehnen. Minutes approved.

**Message from the Chair – Pat Buehler**

- Save the Date! The council and staff day-long retreat will be on Saturday, February 10. Start time to be announced. Retreat will end before 4:30 mass. We will have our regular Pastoral Council Meeting in February, as well.
- New process for approval of minutes. Pat asked members to review and then approve minutes via email.
- Archdiocesan norms call for a minimum of six council meetings per year. At a future meeting, we will discuss the number of meetings we will hold in the summer.
- Fundraisers by outside groups. The council recommended the following guidelines:
  - Limit fundraisers from outside ministries to twice per calendar year.
  - Avoid fundraisers during Lent and Advent
  - Avoid scheduling fundraisers from outside groups during parish fundraisers or events

**Finance Council Report – Joe Gonzalez, Finance Council Liaison**

- The finance council is reviewing by-laws for the Legacy Fund. The by-law document will also undergo legal scrutiny. A letter explaining the purpose of the fund is also being drafted.
- Post cards about St. James are being sent to new residents in Sussex and the Town of Lisbon.
- An ad hoc committee is working on Strategic Planning. A document containing the actions steps for the 3-5-7-year Strategic Plan is under development.
- Council members asked Joe to provide an update on the current budget in January.

**Discussion and Discernment of Focus**

- Duplicate items were combined and the remaining items were discussed. One item was eliminated.
- Pat Buehler asked members to reflect and pray about the remaining items.
- Our Discussion and Discernment of Focus will continue at the January meeting.

**Adjournment**

Meeting adjourned at 8:21 pm

Respectfully Submitted,  
Terry Brecklin  
Secretary

***Mission Statement***

*St. James is a vibrant, welcoming Catholic Community journeying towards the fullness of the Kingdom of God through worship, formation and service.*