

## Pastoral Council Minutes – February 13, 2019

### Call to Order and Opening Prayer

Pat Buehler called the meeting to order at 7:00 pm. Jill Lehnen led the opening prayer.

**Present:** Dcn. Sandy Sites, Pat Buehler, David Topp, Joe Gonzalez, Ray Gross, Terry Brecklin, Matt Hoffa, Lisa Kovaleski, Jill Lehnen, and Tim Khoury **Excused:** John Walker and Matthew Lehner

**Approval of Minutes:** The January Minutes were approved prior to the meeting via the email approval process.

### Message from the Chair – Pat Buehler.

- Monthly Pre-Mass Presentations. Representatives from Pastoral Council will address the parish the weekend of February 23-24. The focus will be on the need for parishioners to serve on the Human Concerns, Health and Christian Formation Committees. Pat Buehler will prepare talking points so that the theme of the message is consistent. Those who volunteered to speak before mass are:
  - Lisa Kovaleski - February 23 – 4:30 pm
  - Jill Lehnen – February 24 – 8:15
  - Matt Hoffa – February 24– 10:30
  - Terry Brecklin – February 24– 5:30 pm
- Other Communication Efforts. In addition to the presentations, we will reach out to potential volunteers through bulletin announcements and an e-mail blast. Staff will develop brief descriptions of their respective committees for these announcements.
- Succession Planning. It is important to anticipate vacancies instead of waiting until they actually arise. Members are encouraged to think ahead and consider serving in a leadership role on the council. Those members whose term is ending should reach out to other parishioners and encourage them to consider serving on the council.

### Finance Council Update

- No report. The February Finance Council meeting was cancelled due to the snowstorm on February 12. The meeting will be rescheduled.

### Parish Director's Report – Deacon Sandy Sites

- Amazing Parishes Minute. Discussions will take place at the end of February to plan for the next 6 months of the Amazing Parishes initiative for our archdiocese.
- Councils' Congress. Pat Buehler, Ray Gross and Joe Gonzalez attended the February 2 meeting with Deacon Sandy. The Archdiocesan event opened with a mass and keynote followed by three breakout tracks: Trustee, Finance Council and Pastoral Council. As a result of the meeting, the following actions will be taken:
  - Deacon Sandy, Joe and Ray will meet to discuss developing Building and Grounds and Personnel as key subcommittees of the Finance Committee.
  - Deacon Sandy will develop a plan to address the expectations for parishes to keep a corporate log and corporate minutes. This requirement is linked to state secular law for corporations and

applies to parishes which are legal corporations. These requirements go beyond record-keeping procedures that are already in place at St. James.

- Remember to Save the Date. The Council/Staff Retreat will be held on Saturday, March 23 at Good Shepherd from 8 am until approximately 3 pm.

### **Closing Prayer and Adjournment**

- Terry Brecklin led the closing prayer. The meeting adjourned at 8:15 pm.

### **Reminder**

Opening Prayer Schedule: March-Topp; April-Walker; May - Kovaleski; June - Brecklin

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