

St. James Pastoral Council Minutes

September 15, 2021

Members Present: Terry Brecklin, Deacon Sandy Sites, Sharon Young, Kim Cavaliero-Keller, Charles Demge, Tim Khoury, Joe Gonzalez, Josie Rukanp, Jeff Kenkel, George Fox. Not present: Scott Granicki

Call to Order 7:05 PM

Approval of Minutes: None

| Topic | Follow-up |
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| <p>Welcome New Members –</p> <ul style="list-style-type: none"> • Josie Rukanp • Jeff Kenkel • George Fox | |
| <p>Election of officers –</p> <ul style="list-style-type: none"> • Chairperson – Terry Brecklin • Vice Chairperson – Jeff Kenkel • Secretary – George Fox | |
| <p>Liaison Reports - DCN Sandy noted many committees had not been meeting due to COVID</p> <ul style="list-style-type: none"> • Prayer and Worship DCN Sandy reported – P&W Committee received comments regarding anyone wishing to receive the host on their tongue. Decision was made to first ask if they would receive the host in the palm of their hand, if that is not desired, they would be invited to return at the end of communion after all others had received it, and then the host would be distributed on the tongue. No one is to be denied distribution of the host. • There is a strong push to recruit ushers and greeters, to serve at all masses. If anyone knows of a good candidate, please refer them to P&W. • Human Concerns Jeff Kenkel reported- The committee is in the midst of reviewing their primary relationships with organizations outside of St. James – I.E. St Ben’s Meal Program, Backpacks, Christmas Giving Tree, etc... Discussion has begun on how we may reach out to and assist the Afghan refugees now living at Fort McCoy. DCN Sandy expressed praise and gratitude for the Human Trafficking Awareness presentation “It Happens Here”, hosted on September 8 by the Good Shepherd/St. James Human Trafficking Committee which is chaired by Deb Schneider • Stewardship DCN Sandy reported – The SC has not been active since the start of the pandemic. Gerry Wolf had been the staff liaison but there was confusion about who would replace Gerry in this role. DCN | <p>Refer potential candidates for ushers and greeters to the Prayer and Worship committee</p> |

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| <p>Sandy said Sue Devine-Simon is now the staff liaison to the Stewardship committee. Parish member, Steve Choate, had chaired the group in the past.</p> <ul style="list-style-type: none"> The archdiocesan Capital Campaign is currently underway. Next meeting is Thursday 9/16. In November, St. James begins the annual Parish Stewardship Pledge. Three campaigns are active this fall and we want to make sure there is no overlap between the three programs <p>Catholic Stewardship Appeal – Currently coming to an end Capital Campaign – Runs through the end of October Parish Stewardship Pledge – Starting in November</p> <ul style="list-style-type: none"> Christian formation Sue Devine-Simon is director. Two of the five CF staff members are mobility challenged. As such, our CF staff is working with Good Shepherd CF staff to implement a two-parish intergenerational programming. Finance Joe Gonzalez liaison – Meeting was held on 9/14. Bids are out for phone and computer systems upgrades. Stewardship Town Hall meetings are scheduled for Sunday October 17th 1:00 PM and Wednesday October 20th at 7:00 PM. It is important that parish council members attend, to support and help answer questions. <p>Liaison Appointments – Terry asked all council members to list their preferences of committee liaison positions. Terry gathered all the lists from those present and will reach out to those not present, and will make assignments, based on the input.</p> <p>It was noted that all parish committees meet in the first Wednesday of each month. Liaisons should attend their respective meeting, and come to the parish council meeting prepared to report on significant actions or questions which may need PC guidance.</p> | <p>Mark your calendars and please attend the Town Hall Meetings Sun. 10/17 – 1:00 PM Wed. 10/20 – 7:00 PM</p> <p>Terry to assign members of committee liaison assignments</p> |
| <p>Strategic Plan Update - - DCN Sandy noted the plan is a multi-year plan. The SP committee met on August 30th, with the target to finalize their goals and objectives. After further discussion they were unable to finalize the measurable objectives that pair with their two objectives. They meet again on September 27th. The committee is working with two consultants from the archdiocese: Rich Harter, Director of Missionary Planning and Leadership, and Laura Engle, Associate Director of Missionary Planning and Leadership. Rich and Laura are guiding the committee through the strategic planning process and are assisting with disaggregating and interpreting data. The SPC is using data from multiple sources to inform their work. One data important set comes from the Disciple Maker Index Survey. DCN Sandy shared that St. James and Good Shepherd had the highest response rates to this archdiocesan Survey.</p> | |
| <p>Parish Director’s Report – Deacon Sandy</p> <ul style="list-style-type: none"> COVID update – We need to remain diligent, with some feeling masks are an important element. The majority of parishioners do not wear | |

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| <p>masks during masses. The importance of wearing masks is again shifting due to the spike in cases. Though there is no legal way to enforce wearing masks, we will continue to encourage parishioners to wear masks more often.</p> <ul style="list-style-type: none"> ● Love One Another Campaign (Archdiocesan Capital Campaign) <p>St. James identified the following needs:</p> <ol style="list-style-type: none"> 1. Financial Security which includes establishing a Legacy Endowed Fund, building and grounds updates, and establishing a supplemental line of credit. 2. Update worship space Audio/Visual system 3. Enhance outreach to the poor and marginalized 4. Historic Chapel ongoing maintenance and preservation <p>It was noted that 60% of the funds collected go to the parish, and 40 % to the Archdiocese</p> <ul style="list-style-type: none"> ● DCN Sandy noted that Parish Council members are to be recognized at the October 2nd and 3rd masses. Thanking those members leaving the council (Lisa, Jill and John), welcoming new members (Josie, Jeff and George), and commissioning all members. | <p>PC Commissioning of members present at each mass October 2nd-3rd</p> |
| <p>New Business</p> <ul style="list-style-type: none"> ● Parish Council Meetings. Considering the spike in COVID, decision was made to hold the next meeting via Zoom. Moving forward we can discuss meeting to meeting, if we meet in person or virtual. ● Parish Council is responsible for the pre-mass welcome. With PC responsible for masses the third weekend of each month and Finance committee the fourth weekend. The welcome consists of an introduction of yourself, welcoming and asking if anyone is from out of town, ask if anyone is celebrating a birthday or anniversary. ● DCN Sandy indicated all PC members should be following/aware of the Norms and Terry will get copy | <p>Let Terry know which masses, dates and times, you are available to perform the pre-mass welcome – PC has the third weekend each month.</p> <p>Terry to send a link to the Norms</p> |

Deacon Sandy closed us in prayer

Meeting was adjourned at 8:05 pm