

June PSC Meeting Minutes
Minutes for the Pastoral Stewardship Council Meeting on June 08, 2005
7:00 PM at OLR Hall

COUNCIL MEMBERS:

Present: Fr. George Aranha, Helen Baumann (STA Site Copmmittee), Laura Chiu(OLR Site Committee), Susan Clingingsmith (Youth Ministry), Phil Coates (Communications), Veronica Duluk (Liturgy Board), Tom Jaworowski (HCC), Kamal Mansour (Catechetics), Gerard McGuire (Spiritual Development), Bud McKenna (Finance Committte), Joan Meyn (Comumnty Life Board), Fr. Eddie Obero, Marguerite Purcell (SAG Site Commit-tee), Jesse Rueza (Hispanic Ministry), Chuck Tully (Administration/Facilities)
OBSERVERS: Susan Adams, Ruth Chippendale, Micky Martin, Roland Quintero, John Uebbing

Highlights: The PSC voted tonight to discontinue the practice of listing the names of contributors to special fundraisers in the parish bulletin. Fr. Rubio and Sr. Maria Luisa are leaving the parish. Several of the ministries need of more volunteers to accomplish their mission. An intensive Time, Talent, and Treasure educational program will be conducted during three weekends in October.

The meeting was called to order by Phil Coates, and there was a brief discussion of the agenda. Laura offered the opening prayer.

In the discussion of the May minutes, Fr. Aranha objected to a passage about an absence of clerical input in the parish. He stated that he is available to answer questions from parishioners and to consider requests submitted to him. The minutes were approved after the deletion of the misleading passage.

PASTOR'S REPORT:

1. Fr. George noted that he will submit written reports to the PSC, if he is away, only if the material being reported is clear and does not require any explanation. He prefers to make his reports in person.
2. Status of Clergy: Fr. Rubio will be leaving the parish on July 1st for his new assignment as Chaplain of the Newman Club at San Jose State University. He has been at STA for the past eight months. Sr. Maria Luisa is leaving her post as Hispanic Ministry Coordinator in the parish. She has been here nine years! Her Mother Superior wanted her to have a less demanding job. Fr. George has not yet met the new nun who may replace her.
3. Fr George received a letter from Sr. Pat Mitchell notifying us that diocesan policy now requires that all parishes have a Pastoral Council. Three new PCs have been established in the diocese: St John Vianney, St. Nicholas, and St. Lucy. In general, pastors and Pastoral Councils are finding their way with this new organization. The Pastoral Councils are not running the parish. St. Nicholas, for example, has six people on the Pastoral Council; it meets every other month; and it does not have day to day meetings to provide direction or set policies. The discernment process for membership includes nominations for the PC, interviews, etc. There are a variety of models for the Pastoral Councils in our Deanery.

STA is the only parish that has a Pastoral Council composed of members representing active ministries.

4. Liturgical Ministry Training: The meeting last night of the liturgical ministers was well attended. Fr. George prepared guidelines for the liturgical ministers. Guidelines are still needed for presiders and sacristans. More meetings are being planned to share guidelines with all the ministers to establish more core similarities in liturgy for all three sites.

5. Acknowledgement of Donations. Fr. George received a letter from Susan Adams objecting to the practice of publishing the names of donors in the bulletin. Her objection was that it identifies the 'haves' and the 'have nots', and creates undue pressure to contribute. Helen noted that recognition of participation is the main goal...any amount of money would get your name on the list, and there is an "anonymous" category, so no one need feel pressured about this.

Following a lively discussion, each member of the council was given the opportunity to express his/her opinion on whether to list the names of contributors or not:

Fr. Eddie: We should not list the names but publish a general "Thank You".

Laura: It's no big deal to publish names, and it's not social pressure. It provides encouragement and expresses gratitude.

Bud: The total amount contributed and the number of people contributing should be enough unless names are required by the diocese.

Chuck: Listing may be inspirational, but it's OK not to do it. It is not standard practice but he would be willing to try not listing names for the ADA.

Fr. George: We need to learn from the world, but not do everything the world does. Listing names can be inspirational, but don't put people in a club.

Tom: People like to be acknowledged. Eucharistic ministers, ushers, altar boys, have been called to stand in front of the altar to receive recognition by the congregation. He admitted he wouldn't be upset either way.

Phil: It never occurred to him that someone's feelings might be hurt. Listing is a way to say "Thank You"; that's all, and that should be made clear to people.

Kamal: We should not list names; just provide totals.

Gerard: Acknowledging people is a good idea. The range of contributions, from \$2. to \$5,000, should be noted in the bulletin.

Helen: Fundraising is a community-wide effort. The listing in the bulletin is a way to encourage participation.

Marguerite: The Church has improved. Pastors used to publish the amount of money contributed with each family's name. She resents listing names. It is social pressure, but it works.

Susan C.: It is a pressure. We encourage the giving of Time, Talent, and Treasure but only acknowledge the Treasure. Acknowledgement is important, but don't publish names.

Veronica: There are alternatives to listing names, such as giving the number of anonymous donors or doing a Time, Talent, Treasure acknowledgement in the same listing. Is the bulletin the appropriate place to do this? We could do an insert to the bulletin at the end of the fundraising drive with all contributors of Time, Talent, and Treasure. People who volunteer their time could record their hours in a sign-in sheet (work log).

Joan: Next time there's a fundraiser just put in the total amount and the num-

ber of donors. After the OLR Project, forget about listing names, just publish the total amount collected and the percent of parishioners contributing.
Jesse: Some people may not like this process.

Veronica moved to have no names listed in future fundraisers. Joan seconded the motion. The motion was approved.

MINISTRY TEAM REPORTS:

STA Site Committee: Helen reported that meetings are held on the 3rd Monday of each month. There are a number of issues on the agenda for this team. This site wants to develop a catechetical program for its families. It also needs a suitable place for hospitality after Mass in cold weather. The site is blessed with many dedicated volunteers, and especially, Charlotte Gross, the sacristan for the 10:30 mass, who coordinates with the office on maintenance issues. A work party held on May 15th, coordinated by Charlotte, cleaned the closets, completed several minor projects, and identified future projects. The site committee is actively investigating several issues relating to the environment at STA.

Communications: Phil reported that the committee is still looking to hire a communications coordinator. There was no meeting this month; Chris Lundin is on vacation. Technology has been integrated into the communications committee. The techies are actively engaged in getting a parish calendar up and running. John Uebbing is assisting in this area. John also reported that Time and Talent forms could be organized and managed by software. He recommended buying "Scheduler" Reports/special events software. This team needs to recruit more volunteers. Meetings are held on the 1st Wednesday of the month.

SAG Site Committee: Marguerite reported that the committee is looking at issues with the 5:00 P.M. Youth Mass. This Mass has not been very successful, but the social hours on the first Saturdays have been quite successful. Susan C. is scheduled to meet with Middle School and High School parents to discuss the Mass issues. Veronica commented that the 5:00 P.M. Mass should not be called a Youth Mass since 90% of the attendees are not youthful. SAG could try the OLR model --- the second Sunday Youth Mass. Veronica stated that a Family Mass will be designated for the 9:00 A.M. Mass if the Liturgy Board approves. The musicians at SAG are evaluated as being very good, but nobody sings there. The SAG Site Committee is continuing to work on identifying four team leaders per the PSC specifications. The calendar is now posted at this site.

Liturgy Board: Veronica passed out the list of training sessions to be held this year. Training for Eucharistic Ministers and Lectors will be held again in September. Fr. George has written guidelines for Eucharistic ministers and Lectors. They are being distributed. We are working on altar servers for SAG, ushers for safety at all the sites, and worship aids, such as big print reading materials for all masses. Chris and Linda are visiting other churches to learn how hymns are projected so that worshipers here will have the words and notes in front of them

The current Mass schedule of three daily masses and eight Sunday Masses at three sites is under review. The three daily Masses are the 7:15 A.M. and the 12:15 P.M. at STA and the 8:15 A.M. Mass at OLR. The 12:15 P.M. is the most difficult one to schedule a celebrant. This issue needs to be addressed soon, and input is required from each site representative.

The next meeting of the Liturgy Board will be on the 2nd or 3rd Saturday in August. Linda works about 19 hours a week as a coordinator. She is not willing to work full time.

Adult Spiritual Development: Gerard reports that this ministry team wants to focus on planning for the upcoming Stewardship Campaign. Fr. George said that the Stewardship committee decided to do three weekends in October. The Bishops' guidelines suggest a meeting in September to organize this. Education is what it's all about. Each of our ministry teams will be asked to get involved. Gerard stressed decoupling the idea of Stewardship from Treasure. We must decide how to run the education for Time and Talent. The three weekends in October will be allotted for Time, Talent, and Treasure presentations and solicitations,

A Stewardship Committee has been formed consisting of Fr. George, Gerard, Phil, Bud, Chuck, and Mike Veuve. Helen suggested that Stewardship needs to be more formally incorporated into the new PSC parish structure. Fr. George suggested that each member of the Pastoral Stewardship Council read the Bishops' document to begin preparing for the campaign. Marguerite pointed out that the parish is largely ignorant of the new structure and that we need a process for educating the parish about the new organization structure.

Youth Ministry: Mary Beth sent a written report that she is actively working with Sue to identify a youth representative to the PSC and to establish a ministry team to support the Catechetical and Youth Ministries. Susan C. reported that Ryan Melander quit, and she is looking for a new Youth Coordinator. Susan also listed some possible activities for the youth in the parish this summer: broom ball, a Tahoe trip, Life Teen in Mesa, Fun night on the 24th, etc.

HCC: Tom reported that the HCC is working on a method of providing funds for SESS by utilizing eScrip to direct a portion of money one spends at Safeway to the school. The parish community will be given the opportunity to enroll in this program this summer.

Parish Directory: The Parish Directory is nearing completion. Rachel Alvelais and Cathy Miller are still doing input and proofreading. Roland is gathering and organizing the final picture layouts. The goal is for the directory to be ready for distribution at the parish picnic in September.

Archiving Parish Materials (to be started in Sept) Mary Beth had a quick meeting with Chuck on June 2, and he showed her the materials that need to be archived. So now she has a general idea of what's there. She will not be able to work on this until mid-September. Her plan then is to come one morning each week (for 2 or 3 hrs) to start the archiving.

Action Items from May: Phil, Chris and Fr. George are still planning to meet on the issues arising from the staffing of the parish office. Phil is still planning to meet with Fr. George to consider how the clergy can be more actively involved with the laity in the parish. Helen still has the annual review of the minutes and accomplishments of the PC on her "To Do" list. Chris is on vacation, so we do not have any more information on the status of the new bylaws.

Next Meeting: July 13 at SAG

Attachments: Minutes of Community Life Board for June 06, 2005

Phil, Helen,

I won't be able to attend the June 8th meeting due to my son's graduation from Paly that evening. Here's an update regarding some topics:

1. Sub

Kamal Mansour will be my substitute at the meeting (7 pm, OLR Hall). He'll listen in on discussions at the meeting that may affect the catechetical and youth ministries. Kamal is a parent with children in both catechetical, and middle school programs. He's a wonderful, active volunteer and I've cc'd him on this message. I believe that Sue Clingsmith will be at the meeting as well.

2. Youth Rep ('in progress")

Both Sue and I thought that this was a wonderful idea (thanks, Helen, for the suggestion). Sue just gave me a list of confirmed youth we can invite. I'll contact them later this month to do some "recruitment." Our goal is to have two teens represent that group.

3. Parent Advisory Board for Catechetical/Youth Programs ("in progress")

Sue tried to establish this when she first started. Unfortunately, there wasn't a lot of response. She gave me a list of parents (who have provided active feedback to the program) and I'll contact them to see how we can work with them. I think this is a goal we should aspire to. Our challenge is to get participation (it seems parents are reluctant due to their busy schedules).

4. Archiving Parish Materials (to be started in Sept)

I had a quick meeting with Chuck on June 2, and he showed me the materials that need to be archived. So now, I have a general idea of what's there. I told him, I won't be able to work on this until mid-September. My plan then is to come one morning each week (for 2 or 3 hrs) to start the archiving.

5. My Schedule

The next few months will be a bit busy for me. I'll be traveling for vacation and business (I won't be around for the July and Aug Pastoral meetings). In addition, I've been given some new responsibilities at work. So I'll need to juggle a few things, but I'll try to continue to make progress on my action items.

Regards,
Mary Beth