

January PSC Meeting Minutes
Minutes for the Pastoral Stewardship Council Meeting on January 11, 2005
7:00 PM at St. Albert the Great

COUNCIL MEMBERS

Present: Fr. George Aranha, Susan Adams (SAG Site Committee), Laura Chiu (OLR Site Committee), Phil Coates (Chairman, PSC), Tom Jaworowski (Human Concerns Committee), Margaret Lane (Catechetical Board), Mary Beth Lefebvre (Youth Ministry Board), Micky Martin (Liturgy Board), Gerard McGuire (Adult Spiritual Development), Bud McKenna (Finance Committee & Facilities Committee), Joan Meyn (Community Life Board), Hilda Ruezga (Hispanic Leadership Team), Mary Sullivan (Communications Committee), Chuck Tully (Parish Administrator)

Absent: STA Site Committee, Fr. Eddie Obero

OBSERVERS: Sr. Adela (Principal of SESS), Ruth Chippendale, Chris Lundin, Patti McGraw (SESS Development), Marguerite Purcell

Meeting Highlights: The Hispanic Leadership Team reported commendable results in their catechetical program. Twenty-five children are scheduled to receive their First Communion this year, and 23 teenagers will be confirmed in 2006. There are currently 55 seventh and eighth graders in the pre-confirmation and the confirmation programs. A retreat for members of all ministries has been scheduled for February 25th.

Bishop McGrath will preside at the Jubilee Mass at SAG on February 4th. This event will celebrate the 25th anniversary of the founding of the San Jose Diocese.

The Youth Minister position has not yet been filled. The Youth Ministry Board is seeking assistance from the diocese and the parishioners in this endeavor.

Prologue

The meeting was called to order by Phil Coates. Hilda Ruezga offered the opening prayer. Joan Meyn volunteered to lead the opening prayer at the February meeting.

The minutes of the December meeting were approved. The Agenda for tonight's

meeting was amended to include an announcement regarding SESS at 8:25 and then approved

Comments from the Council and the Floor: Phil stated that the Nominating Committee for the Chair, the Vice-Chair, and the Secretary will be selected at the next PSC meeting in February. These three officers will be elected by the PSC members at the March meeting. Changes in the PSC membership will occur every year, with half of the members being replaced by new blood and the other half continues in office. This system insures continuity and experience for the Council. Changes in the Ministry Representatives will be in accordance with the By-Laws of the PSC

Ruth Chippendale announced a presentation by Joe Hastings entitled "Jesus and Alternatives to Violence" This talk will be held at SAG on Wednesday, January 18th at 7:30 PM.

PASTOR'S REPORT

1. The Christmas Celebrations went well. The Christmas Pageant presented by the children of the parish was performed at the SAG Site and at the OLR Site during the Christmas Family Masses at both sites.
2. "Thank you for my anniversary (of my ordination) parties last month. There were four of them!"
3. Bishop McGrath will celebrate Mass at SAG on February 04, 2006 to mark the 25th anniversary of the founding of the San Jose Diocese.
4. The special Jubilee Cross will be used in the celebration of this anniversary. A tile magnet representing STA Parish will be attached to this cross.
5. We welcome Sr. Adela, the new principal of SESS, into our parish community.
6. January 22nd will be the climax of our Stewardship efforts. There have been homilies concerning Stewardship during the past year.
7. Recognition of the following parishioners for their contributions to the parish will be made on the weekend of 21-22 January as follows:
 - Bud McKenna, Ray Mensing, Rick Cabrerra and Ed Zurawel for their work with the Building and Maintenance Committee at the 10:30 Mass at STA
 - Rachel Alvelais for her work in directing and completing the new parish directory and Roland Quintero for his dedication to parish photography (most recently the pictorial section of the new directory) at the 5:00 PM Mass at SAG.
8. The first Newcomer's Dinner will be held on January 28th. There will probably be a Newcomer's Dinner every month.
9. A long term project of connecting our parish with parishes beyond Palo Alto and beyond the United States was proposed. We may have sister parishes on each continent (except Antarctica). Currently we have collaboration with Fr. Jack Donald in Honduras, especially through the SOUP program, Fr. Kiriti in Africa, mostly with TMC, and Fr. Ed Figueroa in Brazil. They keep us informed about

events in their remote parishes.

Old Business:

Business Manager's Report

While the rental apartments of the parish are vacant, a new electrical panel may be installed, and the water pipes should be replaced. The heating and cooling system at SAG and the rectory was found to be in need of repair/maintenance. This work has been completed.

Facilities that require fire hose nozzle replacement include the Dermody Center, St Elizabeth Seton School, and the International School of the Peninsula.

Carpets were cleaned at SAG and STA Churches. The carpets need to be stretched. The roof of STA Church was inspected. A new roof on this church is estimated to cost \$137,000. Small leaks have been detected at SESS and ISP

A large number of directories have not been picked-up. Seventy directories will be mailed to the appropriate parishioners by Cathy Miller.

MINISTRY TEAM QUARTERLY REPORTS

Finance Committee: Bud noted that the Finance Committee will meet on January 18th. Currently, the parish is operating on target with the budget. A report on the financial status of the parish will be given to the PSC at its February meeting.

Hispanic Leadership Team: Hilda Ruezga distributed a copy of this team's activities. A copy of this report is provided as an Attachment to these minutes.

Highlights from this report are listed here:

1. January, 2006 and three Sundays of February will be the Hispanic Communities "Time and Talent" month when members can sign up to share their talents in a ministry.
2. A mandatory retreat for members of all ministries will be held at OLR Hall on February 25th. This retreat will be organized by our Hispanic Director, Maria de Jesus and Rev. Francisco Miramontes of St. Mary's in Gilroy.
3. Additional training will be offered to help members of the community in their spiritual growth and their understanding of their mission as baptized Christian Catholics.
4. An "official" Hispanic Board will be created to meet every month to plan and make decisions that concern our community and parish.
5. Our catechetical program is going well: Twenty-three teenagers will

be confirmed this year, and there are 55 seventh and eighth graders in the confirmation and pre-confirmation programs.

6. There will be about 25 children doing their First Communion this year.

Phil asked if the children attend other Masses besides the Spanish Mass. Yes, sometimes Micky inquired if the confirmation class at our parish is joined with the confirmation preparation at St. Athanasius. Gerard wondered if someone is designated with the growing spirituality of the youngsters in the Hispanic Community. YES, Maria de Jesus has that assignment.

Community Life Board: Joan emphasized that the mission of this ministry is to make the parish a welcoming community to all comers. There will be a monthly dinner for new-comers at the rectory to introduce them to the parish community.

Mary Sullivan will coordinate the completed questionnaires from this year's Time and Talent booklet. Pertinent information will be forwarded to each Ministry.

The Community Life Board will host the reception for Bishop McGrath after the 5:00 PM Mass at SAG on February 4th. The Hall is reserved, and hors d'oeuvres, dessert, and physical arrangements are being planned. There will be a prep meeting on Monday January 23 to discuss the details and assignments for the Bishop's reception.

Catechetical Board: The Christmas Pageants were performed by the children of the parish at the SAG and ORL sites. Fifth graders collected coats, Christmas cards, and ornaments for the homeless in our area.

First Reconciliation will be held on March 3rd at SAG and on March 10th at OLR.

The Youth Ministry Board is still searching for a Youth Minister. Mary Beth acknowledged that finding a Youth Minister has been difficult. The salary for this position is not competitive with industry. Susan C. is stressed for lack of help in this ministry. Her mother-in-law died recently. Mary Clifford, the Chair of the Youth Ministry Board, is involved in the recruiting/hiring of the Youth Minister. Micky inquired about what is being done to solve this problem. Mary Beth responded that the diocese is now assisting in the search and that we are seeking candidates outside our area and outside the state. Marguerite received an affirmative answer from Fr. George when she asked if one of the apartments could be offered as a hiring incentive (by subsidizing rent or by offering below market rent) to the Youth Minister. The PSC members nodded in agreement to Fr. George's affirmative answer. Mary Beth observed that being a Youth Minister is a vocation and requested that we search within the parish! for possible candidates

NEW BUSINESS

Communications Committee: Phil announced that Mary Sullivan is now the Communications Committee Representative to the PSC. Young people in the parish

can be trained to make updates on the website for activities pertinent to the youth of the parish. Phil asked if there were a Parent Group involved with the Youth Ministry. Mary Beth answered that there was such a group.

Mary Sullivan presented some ideas for improving the Sunday parish bulletin to display more aspects of parish life. The Ministries associated with the parish could have the opportunity to describe their work/activities on a periodic basis in the bulletin; e.g., monthly quarterly, etc. This could be done on page 2 of the bulletin along with this week's highlights of 'doings' in the parish. Page 3 might feature diocesan events Page 4 can include personnel rosters such as members of the PSC and also the chairperson of each of the Ministries.

A lively discussion ensued about the proposed changes to the Sunday bulletin. The Garden Report might be more timely and more effective if some or all of these reports were printed on separate flyers in limited quantities so that interested individuals could take the flyer along with the bulletin. This would avoid the situation when the Garden Report has to be cut or eliminated to make room for a current news item. The STA Pastoral Garden is a service to our churches, and its upkeep is a Ministry with Arlen Hagen as Chief Steward. Mary will consult with Arlen for the best outcome for our parish.

Chuck suggested that Ministry Groups' highlights might be better published by use of email. Many older people in the parish don't have access to email.

The frequency and content of information to be inserted into the bulletin was debated. The reports of the Ministries' work could be published on a rotating basis. Currently, the Human Concerns Committee usually has some brief suggestions for Social Justice actions every week. Gerard thought that Adult Spiritual Development items should appear fairly often. Margaret stated that there should be a permanent space reserved for the Youth Ministry, stressing not only recent or planned activities but also Stewardship. Susan thought a monthly Garden Report would be adequate. Micky suggested that lead time for publication of items in the bulletin should be shortened to a few days, so that 'breaking' news could be published without the current delay. Fr. George pointed out that the bulletin is printed out of state, so that some days of lead time is required. Tom recommended that personal achievements appear in the bulletin when appropriate; for example, Baptisms, Weddings, Funerals. Someone noted that the names of First Communicants and RCIA candidates create interesting personal stories. Phil agreed that 'people interest' usually catches the attention of the reader. Mary and Phil asked the PSC members, "What do you think?" Chris recommended that the PSC should decide next month. Laura wanted to know, "How many people read these items in the bulletin?" Fr. George gave his opinion that the center page of the bulletin is good, but perhaps an Editorial Board could decide on what features should appear in the bulletin. Chuck thought that a bulletin board might be more effective for the Garden Report. **FINALLY**, Bud asked about the status of the bulletin insert, *The Faith Connection*. Gerard replied that a decision is forthcoming next month when Susan c. is available to provide input on costs.

SESS Matters: Sr. Adela was introduced to the PSC members. She has extensive experience in the education of children. <<<<< More was said. I don't remember what.>>>>> <<<<<Who is Veronica Polini??>>>>>

Patti McGraw, who took Sr. Janet's responsibilities for Development, introduced herself. She gratefully acknowledged the tremendous support that SESS receives from the parish, second only to the contribution from the Daughters of Charity. She described the work and the plans of the science teacher at SESS, Dr. Diane Guinta, who earned her Doctorate in Microbiology at the University of Chicago. Her future plans include a Science Laboratory for SESS, which is estimated (by Mary Suki, Superintendent of Catholic Schools) to cost about \$1,100,000. Dr. Guinta hopes to obtain funding for this lab solely from the scientific community in this area; i.e., Silicon Valley. The additional funds required for the laboratory equipment might come (in part) from the Federal Program, "No Child Left Behind". The PSC was really impressed with these possible future enhancements to the SESS curriculum.

Liturgy Board Matters: Chris Lundin, who has been replaced as the Liturgy Board Representative to the PSC by Micky Martin, reported on the status of the weekday Mass schedule. The 8:15 Mass at OLR has had the most Communion Services, while the 7:15 and the 12:15 Masses at STA have more options for celebrants. Chris presented two options: 1) move the daily Masses around the sites, or, 2) remove one weekday Mass from the schedule. He admitted that the 8:15 Mass Community at OLR was not consulted when it was decided to move the time for this Mass to 8:30.

Micky voiced criticism of this decision, because, not only was there no consultation with the 8:15 Mass community, but also moving the time to 8:30 did NOT improve the situation at OLR. The 8:30 time was not suitable for some of the attendees who needed to be at work or somewhere by 9:00 AM. She emphasized these problems were a hardship for those at OLR who are daily Communicants. One of them indicated his considerable displeasure in an email she received. The consensus is to return to the 8:15 time.

Some discussion ensued about possible solutions to this problem because of future availability of Mass celebrants. The situation should improve in the future, starting in the remainder of January.

A resolution of this problem should be made and announced at the next meeting. One possibility is the rearrange the days-off schedule slightly for the Pastor and the Parochial Vicar.

Other Matters:

1. The Time and Talent Booklet will be mailed early next week.
2. The Annual Diocesan Appeal will be addressed in the homilies of January 28th and 29th. Pledge dates are scheduled for February 4th and 5th. Fr. George has sent a letter about ADA to prior donors.

Fr. George was also pleased to report that the parish achieved its ADA goal in 2005. The ADA Goal for 2006 is \$118,110., but this does not include the Cathedraticum of \$56,485. Together the goal for STA Parish is \$174,595.

ACTION ITEMS

1. The Nominating Committee for the Chairman, Vice Chairman, and Secretary of the PSC will be selected at the February meeting.
2. A decision is required to purchase or not *The Faith Connection* as an insert to the Sunday bulletin and also on the format of this bulletin.
3. The Daily Mass schedule should be finalized.
4. The following ministries are scheduled to report at the next meeting, STA, SAG, and OLR Site Committees and the Liturgy Board.

Closure: Before adjournment at 9:10, the Agenda items on Stewardship and Liturgy scheduled for 8:50 and 8:55, respectively, will be carried over to the February meeting. The next meeting will be held on Wednesday, February 8, 2006 at SAG.

ATTACHMENTS:

Hispanic Community Report - January 2006