

Pastoral Stewardship Council Meeting Minutes for March 8, 2006  
7:00 PM at SAG Hall

**COUNCIL MEMBERS:**

Present: Fr. George, Helen Baumann (STA Site Committee), Pat Briggs (SAG Site Committee), Laura Chiu (OLR Site Committee), Phil Coates (Communications), Tom Jaworowski (HCC), Margaret Lane, (Catechetics), MaryBeth Lefebve (Youth Ministry), Micky Martin (Liturgy Board), Gerard McGuire (Adult Spiritual Development), Joan Meyn (Community Life Board), Fr. Eddie Obero, Jesse Rueza (Hispanic Ministry), Chuck Tully (Administration)

Absent: Bud McKenna (Finance Committee), Jim McLaughlin (Facilities)

OBSERVERS: Chris Lundin, Walt Lundin, Mary Sullivan.

**Highlights:** Chuck reported for the Finance Committee that the parish appears to be in sound financial condition, in particular due to an unexpected bequest.

MINISTRY TEAMS NEED TO APPOINT THEIR REPS FOR THE 2006-2007 YEAR. NEW REPS ARE SUPPOSED TO BE SEATED AT THE APRIL MEETING. We will be going forward with the survey and follow-up interviews by Maureen Clark this next month. Hopefully this will help with apparent ongoing tensions between the parishioners and the staff.

The meeting was called to order by Phil Coates.

Laura led us in a prayer. There was a brief discussion of the agenda.

MINUTES: The February minutes were reviewed, and approved.

**COMMENTS FROM THE COUNCIL:** Tom J. noted that the HCC is looking into what we can do to assist a possible sister parish in Kenya, especially with their need to build a school for their girls. Kamal is investigating this with TMC. Joan Meyn expressed appreciation for the March calendar that was published with the bulletin the last Sunday in February.

**PASTOR'S REPORT:**

1. The RCIA program will support two adults and two children as they go forward to be baptized during Holy Week. Five other adults and two children will receive their first communion. Last Monday they all went to meet with Bishop McGrath as part of the process. It was a good experience for everyone.
2. Fr. George has been presenting the idea of the new baptismal font at the SAG masses. He also reviewed the theology of baptism. This discussion will be pursued in detail at the SAG Site Committee ministry meeting on March 12, 2006.
3. The Holy Week schedule has been worked out and he and Fr. Eddie have decided on the presiders for the different liturgies. Fr Eddie will do the Parish Reconciliation. Fr George will be at the Seder dinner.
4. Fr George is aware of the interest in having Fr Kiriti's parish in Kenya be a sister parish. When he was in Bombay, he looking into finding a parish in India that could be a sister parish. He has found a parish, run by the Salesian fathers, in a slum in Bombay. The parish has a website, and

Fr. George brought back some pictures. Fr. George would like to know what sort of connection we want to have with these sister parishes. HCC is working on a proposal about this.

5. The Youth Ministry Team and the staff are coming to a decision about the new youth minister. He still needs to be fingerprinted, but the interviews have been very positive. He was interviewed by Sandy Scott, of the DSJ, and she was impressed enough to think that he might be able to manage a youth group and a young adult program. There is a proposal to offer him housing in the SAG convent, in the rooms that had been occupied by Fr. Meier.
6. Fr George suggested that the issue of tension between staff and parishioners has not resolved. There was no staff meeting last month because he was away. However, it has been reported that a staff person felt an inappropriate tone was used, and a parishioner was too confrontational at a recent ministry team meeting. The incident was identified and the Chair of the ministry offered to speak to the particular parishioner to be sure that he recognized that we have a problem here. There was discussion about the desire to empower the staff to speak up and let people know if they feel that someone is being rude or unduly difficult. The ministry leaders offered to mediate any issues between parishioners and staff that arose in the context of ministry team activities. It was generally agreed that we all want to do what is necessary to foster civil dialogue, and to help the staff and the parishioners to do what we need to do to improve our ability to communicate and work together. MaryBeth suggested that part of the problem was a lack of clarity about expectations and lines of authority.

#### **BUSINESS MANAGER'S REPORT:**

Chuck reported for the Finance Ministry and the Facilities Ministry. He reported that he is working on getting the bids for the Homer House remodel. It has been difficult to get a contractor to provide a bid. He has gotten a preliminary number from one contractor, and he is looking into his insurance status. He is hoping to get another bid from a contractor who will be looking at the project tomorrow.

#### **MINISTRY TEAM REPORTS:**

**FINANCE COMMITTEE:** Chuck provided a written report, a copy of which is attached to the minutes. We are ahead of our projected budget due to an unexpected bequest. The way the money works is that we keep 10% of our annual budget on hand, and the rest is on deposit at the DSJ. We can spend money on regularly budgeted items and on new items that do not cost more than \$10,000. If we go over the \$10,000 number, then the DSJ finance office has to review and approve the expenditure. ce Committees will both report to the PSC next month.

**FACILITIES MINISTRY:** This ministry is trying to identify the major expenses at each site for the next five years. They have asked the OLR site committee to look at the site and come up with proposals. They know that there is a problem with a recurring leak at the ISP school roof; that a section of the OLR parking lot needs to be resurfaced; and that ISP is requesting permission to add a portable classroom to the site. The school will be presenting drawings, which will be reviewed by Facilities and Finance and the OLR Site Committee. At STA we know that we are going to have to put on a new roof and paint the outside. The inside of STA also needs painting. SAG is looking at the new baptismal font.

**COMMUNICATIONS MINISTRY:** Mary Sullivan reported that the team is very busy. They had an intense working meeting where they went over each page of the website to see what needs to be done to update it and keep it current. They are also in the process of distributing flyers to all of the hotels again.

**PSC BUSINESS:** Helen reviewed the Bylaws and confirmed that the new reps from the Ministry teams are expected to have been identified by the April PSC meeting. At the April meeting the PSC will appoint a nominating committee consisting of one new rep, one remaining rep and one retiring rep. This committee will identify people to serve as the officers of the PSC for the coming year. The officers will be elected at the May meeting and will take over their new roles starting at the June meeting.

Chris Lundin reported that a revised Survey form is available from Maureen Clark. MaryBeth wants to be sure that the Hispanic community is involved in this process, and she suggested that we put in peoples names rather than their job titles. It will be important to communicate this process to the parish. The plan is to get the feedback; Maureen will interview the critical players; she will report her results, and proposals, by May 20<sup>th</sup>, in time for the retreat.

We agreed that we would all give Chris and Maureen any feedback on the survey itself by March 15<sup>th</sup>; we would ask Maureen to plan to have her preliminary results by May 13, 2006.

Helen also reported that she was able to reserve the Foothill Park Center for the PSC retreat on May 20<sup>th</sup>. Now we need to identify 3-4 people to organize the retreat. What do we want to do? Team building? Planning? Inspiration? MaryBeth will try to recruit a team to plan the retreat.

**ADULT SPIRITUAL DEVELOPMENT:** Gerard reported that the Stewardship prayer is working. It is being said after most masses. ASD will ask Linda to put in a reminder for the commentators to lead the prayer if the presider forgets.

**ACTION ITEMS:**

MINISTRY TEAM REPORTS BY HUMAN CONCERNS,  
HISPANIC LEADERSHIP TEAM  
COMMUNITY LIFE AND  
CATECHETICAL MINISTRY TEAMS

**ATTACHMENTS;**

1. Finance Committee Midyear Report

Next Meeting is on April 12, 2006 at SAG.

Agenda: Joan will lead the opening prayer.