

**PASTORAL STEWARDSHIP COUNCIL**  
**Minutes for the PSC Meeting on March 14, 2007**  
**7:00 PM at Our Lady of the Rosary Church**

**COUNCIL MEMBERS**

**Present:** Fr. George Aranha (Pastor), Susan Adams (SAG Site Committee) Helen Baumann (STA Site Committee), Laura Chiu (OLR Site Committee), Phil Coates (Communications Committee), Tom Jaworowski (Human Concerns Committee), Mary Beth Lefebvre (Youth Ministry Board), Jerry Lucha (Catechetical Board), Juanita Marquez (Hispanic Leadership Team), Micky Martin (Liturgy Board), Gerard McGuire (Adult Spiritual Development), Bud McKenna (Facilities Committee), Joan Meyn (Community Life Board), Joe Passarello (Finance Committee), Chuck Tully (Parish Administrator)

**Absent:** Fr. Tony Medina (Parochial Vicar)

**Guests:** Ruth Chippendale, Walt Lundin, Rob Manfrey, Marguerite Purcell, Laurie Vavuris

**MEETING HIGHLIGHTS**

Fr. George announced that the Diocesan Endowment and Capital Campaign reached 71% of its goal for the parish (more than \$900,000.) at this time. He requested and received responses from some of the attendees to make phone calls to parishioners who have not yet been contacted for the Campaign.

Two ministry representatives (Catechetical Board and Adult Spiritual Development) presented their quarterly oral and written reports on their activities to the PSC. These two written reports are included as Attachments to these minutes.

A new method of ensuring more timely communications within the parish has been devised and will be functioning by the end of April. This method, developed by the Communications Committee, will provide an abbreviated Sunday Bulletin on the parish website, focusing on news or events which would not appear in the paper bulletin prior to their occurrence because of the lead times required for its publication.

The PSC voted on the preferred Mission Statement for the Parish from the two candidates selected at previous PSC meetings. The vote was inconclusive since four ministries did not select their choice prior to tonight's meeting.

A presentation was made by a member of the St. Francis of Assisi Parish on the use of the Percept Data for activities occurring in that parish. A task force has been assigned to study the potential use of the Percept Data within our Parish.

**Prologue**

The meeting was called to order by Bud at 7:05 P.M. Joe led the group in the opening prayer after distributing copies of the prayer of St. Patrick. Micky volunteered to lead the group in the opening prayer for the April 11th PSC Meeting. The minutes were approved with one correction/addition concerning Mary Sullivan's announcement about a condensed version of the Sunday bulletin planned for the parish website to provide more timely communications to parishioners.

**Comments from PSC Members and/or Guests**

Fr. George presented his thoughts about the prayer which opens the PSC meetings. He suggested that the person offering the prayer also provide a reflection on how this prayer might apply to the work and agenda of the meeting that particular night. Someone criticized the straight-line arrangement of the tables at which the members of the PSC sat. The tables were moved to resemble the shape of a horse-shoe so that members might have visual contact with one another. Bud gave a brief commercial for the St. Patrick's Day Dinner on March 17th. Walt announced the Ecumenical Prayer Service for Peace at the First United Methodist Church in Palo Alto at 7:30 P.M. on Friday, March 16 to be followed by a candlelit march. Rob provided information about the Stations of the Cross for the high school youth and their families at SAG on March 16th from 7 to 8 P.M. Phil noted the 2-Day Mission entitled 'Lenten Sacrifice vs. A Life Changing Journey' to be given by Deacon Lou Hoffman on March 26th and 27th at 7:30pm at SAG. Mary Beth described the April Youth Ministry Report for the STA Site.

**PASTOR'S REPORT**

**Announcements/Events**

Fr. George gave an update on the Diocesan Endowment and Capital Campaign for our parish. STA has reached 71% of its goal (more than \$900,000.) at this point in time. The DVD describing the Diocesan Endowment and Capital Campaign was shown at all the Masses on the weekend of March 10th and 11th. Telephone contacts are scheduled for next Wednesday and Thursday, March 21st and 22nd. Fr. George remarked that more volunteers are needed to make the phone calls. Several attendees answered this request. The campaign at STA parish officially ends with appeals for completing the pledge cards at all the Masses on the two weekends of March 24th/25th and March 31st/April 1st.

The Burning Bush session for Sunday, March 25 is entitled "The Iraq War: A Catholic Response". This event is cosponsored by the Human Concerns Committee of STA parish and Pax Christi of Stanford University. The Burning Bush presentation for April is entitled 'Families Ask: How Do We Educate Our Children?' A proposal for a Burning Bush dialogue in the near future involves topics for teen-agers (perhaps in May).

The schedule for Holy Week has been completed and will be distributed at all the weekend Masses during the remainder of March. At the present time the parish has no Liturgy Coordinator.

Fr. George emphasized the bilingual services that are conducted in the parish. These include the services on Holy Thursday, Easter Vigil, and Thanksgiving.

## **MINISTRY REPORTS**

### **Catechetical Board**

Jerry reported that the Catechetical Board consists of two sub-groups: The OLR Community and the SAG Community. Approximately 50 children participated in their 1st Reconciliation last month.

The 4th graders from all sites hosted the Stations of the Cross for Children on March 9th at the SAG site. The children said they really liked it and want to do it again. The 5th graders will host the Stations of the Cross on March 23rd.

Jerry distributed copies of the Catechetical Board Quarterly Report to the Group. It described the many catechetical activities being conducted in the parish. There include the guest speaker, Deacon Lou Hoffman who spoke to the Parent Sacramental Preparation classes about the Eucharist. He also talked to the SAG 2nd graders on Sunday morning and is scheduled to speak with the OLR 2nd graders during their class in a few weeks.

### **Adult Spiritual Development**

Gerard proposed the possibility of having about four minutes of catechesis during the Masses on Sunday. He raised a question that is of continuing concern in our parish: How does a parish form a community?

Gerard described several catechetical presentations/lectures/activities which are being considered for the coming year: "Islam 101" by Fr. Rubio and others. A permanent record of this lecture might be created by making a DVD/VCR of this event. Also tentatively planned for Advent, 2007 is a presentation entitled "Spirituality for Everyday Life" or "Spirituality of Simplicity".

The bulletin insert entitled, "Faith Connection" has been ordered and will be available in a few weeks.

A written summary of current and future activities and events for ASD was distributed to the attendees. The list of activities is long and varied providing opportunities for the spiritual enrichment of parishioners.

## **Old Business**

### **Communication Issues**

Marguerite emphasized that the Communications Committee needs more people. Phil explained some proposals for streamlining time-sensitive information. One idea is to provide a condensed version of the bulletin on the parish website, emphasizing late-breaking events which would not be available in the next Sunday bulletin because of the lead time required for publication. He distributed a two page proposal from the Communications Committee which recommended a 2-month period for testing and evaluating this new procedure along with detailed instructions on how this scheme could be implemented.

Phil stated that contact lists can be a problem. Difficulties might arise, both from the standpoint of money required and also from 'bounce-back'.

### **Mission Statement for the Parish**

Two versions of the parish Mission Statement have been selected for consideration by the ministries. The first is the somewhat modified mission statement that was created by a committee a few months ago:

St. Thomas Aquinas Roman Catholic Parish is a community of Christ's disciples, on a journey of faith, living the Gospel as listeners, learners, and leaders.

The second candidate (No. 2) has been proposed by the Adult Spiritual Development Committee:

St. Thomas Aquinas Parish is a Roman Catholic community of Christ's disciples, on a journey of faith, living and sharing the Gospel in our daily lives.

This version attempts to focus on both the personal efforts and the evangelical outreach of the community at STA Parish.

Each PSC member was directed to take these two statements back to his/her ministry and choose the preferred one. Bud then surveyed the membership to determine which one had received the greater number of votes. The result indicated that mission statement no. 1 was the winner, 5 votes in favor with no. 2 receiving 4 votes. Four ministries did not decide on their choice.

Helen submitted another candidate for the mission statement which was proposed by a member of the STA Site Committee. This statement would emphasize the essential elements of the Catholic faith: the liturgy and the sacraments:

St. Thomas Aquinas Parish is a Roman Catholic community working

for the glory of God and the sanctification of the faithful, accomplished through liturgy and sacraments and through living and sharing the Gospel in our daily lives.

Further consideration of the parish mission statement will be conducted at future PSC meetings.

#### **PERCEPT PRESENTATION**

At 8:30 P.M. Will Sousae of St Francis of Assisi Parish in San Jose arrived to demonstrate how the Percept Data were used in his parish. Each member of the PSC received a Ministry Area Profile with a great amount of data for people in Palo Alto, such as age, zip code location, income, number and ages of children in the family, etc. This data may be used in planning various activities for the parish. For example, in his parish, those living in retirement residences proved to be a good source for volunteers.

When St. Francis of Assisi Parish was being organized, various neighborhoods/small communities were formed as spiritual centers for the parish. These are still in existence today and have maintained their individuality as distinct 'communities'. The Percept Data serve as pointers to groups or communities which are more susceptible for certain parish functions.

Mr. Sousae gave a convincing presentation on the usefulness of the Percept Data for administrative and spiritual tasks for our parish. A task force of four members of the parish has been appointed to formulate ways the data can be applied. The members of this task force are Walt Lundin, Gerard McGuire, Mike McMahan, and Chuck Tully.

#### **Closure**

The meeting was adjourned shortly after 9:00 P.M. The next meeting will be held on Wednesday evening, April 11th, at 7:00 P.M. at OLR.

#### **ACTION ITEMS**

1. The Thomas House Task Force will continue examining and analyzing appropriate uses of this building for parish functions.
2. The Percept Task Force will determine possible ways the data might be applied to the STA parish.
3. The PSC representatives from the Community Life Board, the Youth Ministry Board, and the Liturgy Board will present their oral and written quarterly reports at the April Meeting

#### **ATTACHMENTS**

- 1 Catechetical Board Report
2. Adult Spiritual Development Report