

PASTORAL STEWARDSHIP COUNCIL
Minutes for the PSC Meeting on March 11, 2009
7:00 PM Our Lady of the Rosary Hall

COUNCIL MEMBERS Present:

Adult Spirituality- Gerard McGuire	Hispanic Leadership- Juanita Marquez
Business Manager- Chuck Tully	Human Concerns- Ruth Chippendale
Catechetical Board- Jerry Lucha	Liturgy- Kay Williams
Communications- Nicole Khan	OLR Site- Laura Chiu
Community Life- Jeanne Ramos	SAG Site- Kathleen Hart
Facilities- Bud McKenna	STA Site- Lorraine Dabney

Absent: Fr. George Aranha, Fr. Jerónimo Gutierrez, Rick Barry, Mary Clifford

Guests: Marguerite Purcell, Walt Lundin, Helen Baumann

PROLOGUE

The meeting was called to order at 7:06pm. Jerry Lucha asked the council and guests to pray for the parishioners in the community who are ill or who have troubles. After Jerry led the council in a prayer, he asked for the approval of the agenda. The agenda was approved as written. The minutes were looked over; few spelling errors were noted and will be revised. The minutes were approved as corrected.

Stand-Ins/Guest presenters

There are no stand-ins or guest presenters.

Comments and Announcements from PSC Members and/or other Guests

St. Patrick's Day Dinner- Taking place on Saturday March 14th is sold out.

Seder Dinner- will take place on Tuesday April 7th. For those interested in attending, RSVP is necessary- details are in the bulletin.

Easter Vigil/RCI Reception- This will take place on April 11th.

April 1st- After SOUP, there will be a video presentation about victims/family forgiveness after a murder, from the organization Victim's families for Reconciliation. This will take place approximately at 7:30 p.m at OLR hall.

Easter Gifts- On March 21st/22nd, Laura Chiu will have tables set up at all sites to sell Easter gift baskets- chocolate, tea, and other gift items. Proceeds will go to organizations that bring awareness to the benefits of buying produce locally.

Letter from the Diocese- shared a letter she has received from Monsignor Cilia, regarding Speech Therapy programs for priests in the diocese. The letter states that Father Manrique has expressed interest in such a program, and is willing to encourage participants. Marguerite will be in contact with Sue Gibbons to confirm if the diocese has been in contact with her.

CLERGY REPORT

There is no clergy report this month. Father George and Father Jerónimo are out of town for the week.

MINISTRY REPORTS

Catechetical Board

Sue Clingsmith, Catechetical director is ill and has not returned to her duties; the council wishes Sue a speedy recovery.

There are about 250 students in the Catechetical program; there are eight teachers at OLR, and 12 teachers at SAG. All teachers do a wonderful job; they have the ability to self-organize and help each other out in any way they can.

The catechetical program has implemented a Family Session- craft projects for the entire family that focus on liturgical feast days, such as Lent or Advent. Each grade has a class project, and parents are asked to participate. Despite all the positive movement, the program always needs more help and support. Though it may seem a large responsibility, it is not necessary to make such a large commitment- parents and volunteers can help out in themed projects or assist as a classroom aid.

told Jerry that there was a request from two parishioners to implement adult catechesis at SAG at the same time as the children's program. Jerry was unaware that such a request was made, and will confirm if such a program is taking place.

OLR Site

Micky Martin, member and chair of the OLR Site committee continues to care for John Martin's health; John Martin is recovering from his health issues. Meanwhile, there has not been a site meeting since the last report. Volunteers are helping take over parish duties- all functions of the parish are running smoothly but not perfect.

The food drive has been great, and parishioners have been generous throughout the holidays. Laura asked the council to remember that the food drive does not take place only in November. Now, more than ever, the food closets around our community are in need of donations. Site members will consider alternate forms to help parishioners bring in donations- one option to consider will be switching out from paper bags to cloth/reusable bags, so that parishioners can easily bring in their donations.

Upcoming events include events surrounding Holy Week, and the Seder Dinner- there are plenty of volunteer opportunities. SOUP is taking place during Lent. Every Wednesday at 6pm, OLR hall- donated money will go to good causes. PANDA- OLR has 11 volunteers interested in attending an emergency preparedness class at the end of March.

STA Site

Tonight's quarterly report is presented through Steeple Talk, St. Thomas's newsletter to parishioners. Steeple Talk has been a strong tool to help unite the site's parishioners.

Due to the cold winter season, recent STA meetings have been taking place at Helen Baumann's home. The upcoming meeting on March 25th will take place back at STA basement; the Thomas house architects will be attending this meeting. The Thomas House progress continues to be a priority for the site, and Lorraine thanks Chuck Tully, parish administrator for all his help and accessibility. Time & Talent follow-up is a concern for the site, because there are parishioners who have filled out a volunteer form, but have never been contacted. Follow-up will now be a priority for the site. Recent hikes on gas prices have an increase in STA parishioners who are biking to masses. STA is in progress to install a bike rack to encourage more bikers. Announcements will be made throughout the site and masses to raise awareness.

OLD BUSINESS

Electioneering- Amendment Request

Jerry Lucha has been examining the by-laws and would like to request an amendment to the by-laws- to have new PSC representatives take their place within the council in April so that the new members vote the Executive Committee at the May meeting. Jerry passed out a copy of the by-law, the reasoning behind his request, and the change he would like to see. According to the bylaws, a council member may request an amendment and allow two weeks for council members to consider their options before the amendment is put to a vote.

Gerard asked if there is a reason why the new PSC members don't start their new positions in July, which would be the start of the calendar year for the parish. Bud McKenna (who is one of the original writers of the PSC bylaws) explained that the start and end of a PSC term had much to do with the date of the PSC retreat. It is important for the new and old members of the PSC to be present at the PSC retreat, but if there is a new president or vice-president, it's important not to leave the responsibility of coordinating a PSC retreat up to a new executive council. Therefore, by starting in April or May, new members are able to assist the PSC retreat, and previous members are able to guide and mentor the new members or executive council before the new calendar year.

Jerry asked the council to consider this amendment before the April council meeting. Jerry also let the council know, if there are any council members interested in making an amendment or seeing a change, to submit a request with the council via email at least 2 weeks prior to the next meeting, which will take place on **April 15th**.

PSC Replacements

Jerry reminded the council that there are several ministries who will term out this year. This includes OLR, Catechetical Board, Adult Spirituality and possibly Facilities. Council members who complete 4 years of service

to the PSC at the April council meeting are required to switch out- after, those who have not switched out cannot continue as voting members of the PSC. (Termed council members can assist meetings as council guests). Jerry will confer with the original writers of the bylaws to clear any confusion regarding the terms of a council member.

PSC Retreat Planning

The PSC Retreat will take place on Saturday, May 16th at the Lucie Stern Community Center in Palo Alto. Jerry asked the council is assistance to obtain possible facilitators for the PSC retreat. Members and guests of the council provided the following names: Linda Barry, Susan Cabrera, Sister Pat Mitchell, Jim Purcell, Sherry Cassidy, Monsignor John Sandersfeld, and Father Gary Thomas. In addition, Bud has a list of potential facilitators provided by Fr. George last year; he will make this list accessible to Jerry. The council discussed retreat themes based on the necessity of the parish community as well as the strengths of the potential facilitators. The council would like to focus on leadership, and finding ways for the ministries and the PSC to improve their functions. Gerard suggested to adapt a theme centered around the diocese “Green” Movement. The focus of the retreat is not yet clear, as the retreat may cover more than one theme or idea. Jerry and the Executive council will move forward, contact potential facilitators, and will make every effort to shape the retreat around the council’s needs and suggestions.

NEW BUSINESS

Sustaining Sites and Ministries

Jerry is concerned about ongoing efforts to keep each ministry and site strong. Efforts should include trainings and guidance for those who are new to the ministries. In order to understand how to improve our efforts, Jerry asked Walt Lundin to go over the process he adapted when he stepped out of ministry responsibilities.

Walt Lundin was involved in many activities and committees until about 1 1/5 years ago. He suffered a mild heart attack, and decided to step away and take time for himself. Upon making this decision, Walt realized that it would take more than one person to replace the duties he was responsible for. Walt decided to write out his duties and responsibilities, and present this to parishioners/volunteers in order to divide and delegate. Walt also came upon a couple of conclusions. He realized that it is difficult for a volunteer to step up in a leadership role when they are invested in multiple ministries. Ministries are decreasing because they are also less invested in “social capital”; providing community services.

Walt’s interest in this matter prompted him to make use of a survey that would better determine what kind of person volunteers- based on lifestyle, age, and when they began to volunteer at the parish. Unfortunately, the task of distributing the survey was placed on hold. Upon hearing this, and taking a look at the survey, many members of the council are interested in seeing parish response to the survey, and how it could help bring in

potential volunteers. Jerry will keep this topic on the agenda, and continue to discuss ways to delegate duties, and train volunteers.

CLOSURE

Gerard is scheduled to report next month, and has requested to report in May. Jerry agreed to have Gerard report in May, and have the Finance ministry report in April. The meeting adjourned at 9:02 pm.

ACTION ITEMS

- PSC Retreat: **Save the date- May 16th** at the Lucie Stern Community Center, 1305 Middlefield Road in Palo Alto. Spread the word to your ministries- Jerry will need to know the names of those attending the retreat.
- Elections- if a replacement is needed, speak to your ministries members and elect a new PSC council member. New PSC members begin their duties at the April PSC meeting.
- PANDA/Safety classes: talk to ministries and encourage parishioners to sign up for emergency preparedness classes. The class will be taking place March 28th.

ATTACHMENTS (not included in e-mail)

- a. Agenda
- b. Catechetical Board Quarterly Report
- c. OLR Quarterly Report
- d. STA Quarterly Report
- e. Proposed amendment in the PSC bylaws

Next Meeting Date/Time: Wednesday April 15st, OLR HALL

Ministries to Report:

- Communications
- Finance (**amended at the council meeting**)
- Youth (**this will change**)

Faith Sharing:

- Communications