

## St. Mark Parish Pastoral Council

### Minutes

January 28, 2016

**Meeting Time:** 7pm  
**Location:** The Cenacle

**Prayer Leader:** Kathy Pierce  
**Refreshments:** Don Toll

**Scripture/Shared Prayer**

Kathy

**Present:** Father Todd, Deacon Tom, Dorothy Glass, Donna Kern, Lee Ann Briggeman, Carolyn Bundy, Kathy Pierce, Don Toll, Marty Meyer & Bob Jones.

**Ministry Presentation** – Bob Jones presented on behalf of the St. Mark Athletic Committee (SMAC). Bob currently holds the role of Athletic Director and has been the Chair (Andy Swiezy is current Chair) of SMAC and involved with CYO sports at SMCC for 20 years. And SMAC is designed to have 10-12 members including the Chair, vice-chair, Athletic Director, a representative from the school staff, a rep from the School Commission and 6-7 others. Father and Kevin appoint the Chair, Vice-Chair & AD based upon recommendations from SMAC. Bob emphasized that the programs are a Parish and not just a school program. The role of AD involves working with Kevin to determine availability of gym and other facilities; working with the CYO office downtown to schedule games, registering participants and enforcing the conduct and grade policy for coaches and players. SMAC is also responsible for managing the concession stand. SMAC does bring in revenue including the annual Boys 4<sup>th</sup> Grade Basketball tourney and the youth flag football league. Bob is stepping down from the role of AD but will remain active with SMAC activities (including concession stand & the 4<sup>th</sup> grade BB tourney). SMAC seeks new members for the committee through the ministry fair and from participant (coaches, parents, etc.).

**Approval of Minutes** – Minutes were reviewed and approved as presented.

#### **Old Business/Follow-up**

- **Stewardship & Volunteer follow-up** – Lee Ann and Chris Guedel are working on a plan to improve follow-up. Lee Ann will follow up with those completing forms last Lent to see if they are still interested and then forward the information to the leader of the activities. Donna volunteered to assist. There was discussion that the form to be used should be reviewed to ensure accuracy.

- **Burmese Parishioners/Community**- the three main groups within the Parish meet on a regular basis for spiritual and social activities. Father is working to meet with the groups periodically to discuss any issues with the group or their informal leaders.
- **Communications to Parish Community – Being more specific (such as School enrollment for Parishioners)** – Rusty Albertson’s presentation during Mass about the enrollment priority/process was mentioned. There was discussion about reminding Parishioners about the information available on stmarkindy.org Work is starting on the Good of the Parish box for comments.
- **Giving Tree Results – HOOPS**- following up on the HOOPS presentation at the last meeting the importance of the Giving Tree collection for this and other groups; Father provided information on the Giving Tree results: \$3,000 + for HOOPS, \$3,000+ for Parishioners in Need, \$800+ for Birthline (in addition to collection of items for this program).
- **Capital Campaign** – The letter to kick off the campaign to raise funds for the windows and roof replacements is ready. The Archdiocese asked that any such projects be held until the Annual Appeal was complete.
- **Lectors use of microphone** – improvement was noted but Deacon Tom indicated he would remind a few who may still be hard to hear.

**Good of the Parish** – Comments were made about the fact the Parishioners are happy that Father Todd is back full time, as is Father. It was mentioned that Commission members have been told how welcoming of a community SMCC is. Father mentioned that the Roncalli parents who attend the closing Mass for the RHS Senior retreats comment on the beauty of the Church. A second wheel chair has been obtained. The replacement of the windows in the Narthex have corrected the leakage issue.

**Possibly amend PC Constitution regarding member attendance** – The possibility of updating the PC Constitution regarding attendance will be reviewed. Dorothy, Donna, Lee Ann and Don will meet to review this.

**Thank you cards** – Bob Jones for work with SMAC; Jill & Dan Deak for watering the flowers during the Christmas season. It was discussed how Extraordinary Ministers of Holy Communion could be thanked for their efforts.

## Commission Reports

- Social Life – Planning for the Dinner Dance is going well with 287 signed up. Catholic Schools week is the week of Feb. 1<sup>st</sup> with the annual Spaghetti Dinner on Jan. 30<sup>th</sup> and the 4<sup>th</sup> annual Men’s Night Out is on Friday, Jan. 30<sup>th</sup> with Father Robeson speaking.
- School Commission – Tim Runholt provided a report via email through Dorothy. A new Bullying Policy has been developed which was shared with parents in early January. The policy was developed to meet Archdiocesan requirements. There may be 2 kindergarten classrooms for the 2016/2017 school year. There may be 35 interested families. There would generally be 20 students per classroom. Letters of Intent were sent home with current students. There is only one student who is not returning. ISTEP scores were down slightly but SMCS is still an A school. There was a resignation from the Commission.
- Finance Council – Marty Meyer reported that Jeff Traylor is representing the School Commission on the Finance Council. There was further discussion of the upcoming Capital Campaign. The letter is ready. Funds will be used to replace the windows in the cupola, replace the roof over the elementary wing of the school and the roof on the Cenacle. The budget was reviewed and is doing very well including the school finances. Still are seeking to increase on-line giving enrollment.
- Liturgy – Deacon Tom reported that the Christmas/Advent season went well and that planning is well under way for Lent.
- Youth – Julie Albertson sent a report through Dorothy. The Jr. High Dance was very well attended with all but 10 of the SMCS 6<sup>th</sup>, 7<sup>th</sup> & 8<sup>th</sup> graders attending. She is helping to coordinate the South Deanery Jr. High Youth Rally which will be at RHS on Feb 6<sup>th</sup>. High School students volunteered for the SMCS dance and will be assisting at the JH Youth Rally. 15 HS Youth participated in the Knights of Columbus Wishing Well project. The HS youth were also represented in the annual Holy Season concert. Julie is anticipating 30 or so HS youth to assist in the “cookie drop” for the seminarians. 21 of the Parish sophomores are involved in Confirmation preparation and they enjoyed a one day retreat. The Young Adults are still meeting with 12-14 gathering on Mondays. They will be leading a Stations of the Cross in Lent and are hosting a viewing party for the Super Bowl.
- Outreach – The Disability Awareness Mass will be in late April and planning is well underway. The Archdiocese Mass will be April 3<sup>rd</sup>.

- Spiritual Life – Deacon Tom passed out the handout which will be available in the Narthex. It describes the various activities for Lent. The emphasis is the Jubilee of Mercy with Spiritual and Corporate works in different weeks. There will be Sunday evening prayer and reflection at 7pm @ SMCC on the first, second, third and fifth weeks and a Tri-Parish Mission @ St. Barnabas on March 6<sup>th</sup>. Deacon Tom and Carolyn reported that St. Barnabas is hosting a Lenten Bible Study and also reported on the Seder Meal on Sunday, March 20<sup>th</sup>. RSVP will be required.
- Communications – Nothing was reported.

Discussion was held regarding the timing of a March meeting. It was decided that we would not hold a meeting unless events dictate otherwise.

Closing Comments – There was discussion about the Safe & Sacred registration and the website. Some people have difficulty enrolling. Father suggested the possibility of having an evening with PCs available to assist with enrollment.

Upcoming Events –

- Men's Evening In (1/29)
- Spaghetti Dinner (1/30)
- Dinner Dance (2/5)
- Ash Wednesday (2/10)
- SMMC Fish Fry #1 (2/19)

### **Reminders**

- Next Meeting- February 25, 2016
- Prayer Leader - Ann
- Refreshments – Lee Ann