

St. Barbara Pastoral Council Monthly Meeting

MINUTES

MAY 10, 2009

7:00 P.M.

ST. BARBARA'S ROOM

MEETING CALLED BY	Charter
TYPE OF MEETING	Recurring Monthly
FACILITATOR	Roy Draper
NOTE TAKER	Paul Hunton
TIMEKEEPER	N/A
ATTENDEES	Present: Fr. Ken, Roy Draper, Carla Goetz , Brad Polk, Rita Haldeman, David Yant, Bob Weir, Maxine Weir, Dave Kent, Barb DeFelice; Paul Hunton Absent: Fr. Doug, Cara Biskup, Keith Biskup, Joe Cepec

Agenda topics

1. CALL TO ORDER/BLESSING (10 MINUTES) FATHER KEN

Fr. Ken led the Pastoral Council in an opening prayer. The prayer was offered for Jim Alexander, Parish member and Financial Secretary for St. Barbara's Knights of Columbus

2. APRIL MEETING MINUTES REVIEW (5 MINUTES) PAUL HUNTON

DISCUSSION	<ul style="list-style-type: none"> Paul read the minutes from the April meeting. The minutes were accepted as read with no changes. 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

3. COMMUNICATIONS LIAISON (20 MINUTES) RHEBA SALAC

DISCUSSION	<ul style="list-style-type: none"> Rheba provided a handout to present information with regard to establishing a communications liaison for the Parish. She provided example communications to the Council along with methods and techniques for effective communications to the community. Plusses and potential issues associated with establishing a communications liaison were discussed. She has performed this function in a formal role outside the Parish. Engagement with local secular media was also discussed to raise Parish visibility. Fr. Ken stated that we need to do a better job in raising awareness of activities within the Church. Word about many of the services that are offered within the Church are passed only by the bulletin and by word of mouth. Discussion of doing a Eucharistic Procession on the date of the Birth of Mary was brought up as an example of a particularly Catholic activity that could benefit the community and be more successful through publicity. Fr. Ken and Rheba will get together and discuss the particulars for establishing a communications Liaison position with St. Barbara's. A portion of the sign at Penn Crossing is available for placement of signage for St. Barbara's. Rheba has already negotiated this. 	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

4. **REINSTATE GREETER PROGRAM (15 MINUTES)** **COUNCIL**

DISCUSSION	<ul style="list-style-type: none"> A brief discussion as to the council member's experiences in greeting over the month. Overall impression was positive. It was identified that the different organizations within the Church (Knights of Columbus, Catholic Men's Fellowship. Etc.) Generic greeter tags should be procured. 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Pastoral Council will perform greeting until the end of June	Council	Through June.
Inquire of the Knights of Columbus if they would be willing to support the role of greeting in the Church	Paul Hunton, Dave Kent	Report at June meeting
Procure or find generic greeter nametags	Fr. Ken.	June Meeting

5. **ACTION ACTIVITIES / RESUME FROM LAST MEETING (40 MINUTES)** **COUNCIL**

DISCUSSION	<ul style="list-style-type: none"> Roy presented an article from the Catholic Answer (May/June 2010) titled "Catholics Come Home!" Discussion was on why people drift away from the Church and why they return home (90% who return were INVITED). All council members were invited to read. Fr. Ken reported that Mary Ellen Stilwell has accepted the change in her job description to include evangelization through performing home visits. She is in the process of assembling a core group of individuals to perform the home visits of active/inactive St. Barbara's parishioners. Right now, she has approximately 10 people identified. Folks visiting the home will need to be trained. She is looking to start home visits in the August time frame. Mary Ellen is also identifying information to put in the packet to be brought into the home. The goal is still to visit 20 homes a week (visit the whole Parish within 2.5 years). Mary Ellen is out of town tonight. She will be invited to all of the Pastoral Council meetings. (Fr. Ken to provide copy of Mary Ellen's job description). Fr. Ken will also invite Parish staff members (Dawn, Mary Ellen, Ken, etc.) to attend the Pastoral Council Meetings to improve communications/linkage.. Mission Statement (as accepted): <ul style="list-style-type: none"> "To promote and encourage Catholics to join St. Barbara's worship activities on a regular basis." How do we promote the mission statement: <ul style="list-style-type: none"> Personal engagement with individuals. Publicity <ul style="list-style-type: none"> Through Rheba's efforts in raising public awareness of Parish activities. Capitalize on all the positive work we already do. Through adding a standard public welcome tagged to other publicity. A Parish open house. Planning and tracking our public relation efforts to determine degree of success/ Supporting activities that will keep high school graduates/young adults involved in the Church. <ul style="list-style-type: none"> 20 something bible study (Ken Meyer) Providing information about Cardinal Neumann centers at high school graduate's selected college. Care packages. Baccalaureate Mass. First weekend in June 6th 8:00 Mass. Carryover: As a future activity: representatives of committees who appear to have a focus on providing "welcoming" activities in the Parish may be invited to brief the council on their efforts: <ul style="list-style-type: none"> Mother's Circle (Cara) 	
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	<ul style="list-style-type: none"> ○ Welcoming Committee - Being addressed by Fr. Ken as discussed below under evangelization. ○ Ladies Guild (Maxine) ○ Knights of Columbus (Paul) ○ Greeters – Currently inactive – may need to be started up. Pastoral Council members were encouraged to fill this role at regularly attended Masses until this committee is started back up. 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Invite Mary Ellen Stilwell to attend the Pastoral Council meeting to discuss parish evangelization	Fr. Ken	June meeting
Provide copy of Mary Ellen's job description	Fr. Ken	June meeting

6.

ADJOURNMENT/CLOSING PRAYER (10 MINUTES

FATHER KEN/ALL

NEXT COUNCIL MEETING IS 7:00 p.m. MONDAY, June 12th, St. Barbara's Room.

Open Actions (Summary)

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<p>2010 GOAL</p> <p>Increase attendance and participation at Mass.</p>		
<p>Post meeting minutes and updated Pastoral Plan on the website</p>	<p>Keith Biskup to Fred Wassenaar</p>	<p>Monthly</p>
<p>Retrieve presentation on committee involvement</p>	<p>Keith Biskup</p>	<p>June Meeting</p>
<p>Invite Jackie DeNardo to next Pastoral Council Meeting</p>	<p>Rita Haldeman</p>	<p>June Meeting</p>
<p>Invite Mary Ellen Stilwell to attend the Pastoral Council meeting to discuss parish evangelization</p>	<p>Fr. Ken</p>	<p>May meeting</p>
<p>Provide copy of Mary Ellen's job description</p>	<p>Fr. Ken</p>	<p>June meeting</p>