

St. Margaret Mary Parish, Naperville, IL
Pastoral Council Minutes
March 1, 2011

Members Present: Brian Churilla, Tom Cordaro, Desmond Curran, Dan Dulik, Bob Hansen, Kevin M. Lynch, Nancy Rutkowski, Steve Schroeder, Terry Wagner

Members Absent: Anne-Marie Cronin, Fr. Paul Hottinger, Sue Schroeder

Guest Presenter: Theresa Hawley (Scholarship Committee)

The previously scheduled Pastoral Council Meeting on February 8, 2011, was canceled due to blizzard conditions. While it was not rescheduled later in February due to numerous members' schedule conflicts, the Council had also met twice in January, including its annual Council Workshop Day (January 29, 2011).

Pastoral Council President Kevin M. Lynch called tonight's meeting to order at 7:04 p.m., with the meeting held in Room 8. Bob Hansen opened with a spiritual reading and then led a guided reflection.

ANNOUNCEMENTS AND APPROVAL OF JANUARY 2011 MINUTES:

The Pastoral Council approved the minutes from January 4, 2011, with Bob Hansen moving and Nancy Rutkowski seconding. These minutes will now be posted to the Pastoral Council's online web page.

Hospitality Sunday: While the Council awaits confirmation about the date (possibly 3/27/11) for the March Hospitality Sunday, next month's Hospitality Sunday will be on 4/10/11. Council Members are encouraged to continue providing representation after all of the Sunday Masses for this.

Kevin Lynch also encouraged Council Members to help promote, support, and attend numerous parish activities, including various Lenten programs and services, along with events at All Saints Catholic Academy (ASCA). In addition, he listed the following:

Threads Program – “From Ashes to Action” (3/4/11 – 6-8:30 p.m.): Advance registration is required. Families with children may also opt to attend only the Glory Fingers Puppet Ministry's puppet presentation (“The Princess and the Crest”) at this.

St. Patrick's Day Dinner (3/12/11 – 6-9 p.m. in the Parish Center): Advance registration is required, with proceeds benefitting the SMMP High School Mission Trip. Along with dinner and beverages, raffles, and free baby-sitting, the Weber Irish Dancers will also perform.

April in Parish Project (4/30/11): The Men's Club is still seeking to identify a family, couple, or individual in the parish to be a service recipient for its annual *April in Parish* Project, to help with cleaning or repairing a home.

VOLUNTEER RECRUITMENT: Tom Cordaro, Justice/Outreach Minister, reported that the Parish Staff is still interested in retaining the Spring Ministry Fair, especially timed to best recruit new catechists for 2011-12. He also noted that this Ministry Fair generates a significant amount of additional work for the parish support staff, especially with paperwork and data entry. Despite the data being obtained from new volunteer sign-up sheets at this fair, it was noted that some of the committees and commissions fail to contact or too belatedly contact potential volunteers who had signed up at this fair. In addition, some committees do not update the Parish Office about any new volunteers obtained through independent recruitment throughout the year. Nevertheless, this Ministry Fair still provides the opportunity for many parishioners, who might not otherwise be recruited, to sign up for various ministries.

The Council still supports holding the Spring Ministry Fair in 2011, along with allowing various committees and ministries to be promoted at certain Hospitality Sundays throughout the course of the year. The latter might also especially help in recruiting volunteers for ministries that are more seasonal in nature. Working through the commissions, interested committees and ministries should then schedule with Mike Prus, Parish Business Manager, for table space at upcoming Hospitality Sundays. In addition, grouping of similar ministries would be encouraged at various Hospitality Sundays, also promoted in advance through the parish bulletin and highlighted in announcements at Mass.

Tom Cordaro will report back to the Parish Council in April on how and/or when staff wishes to implement promotions of the various ministries throughout the year.

CATHOLICS COME HOME (CCH): Kevin was highly encouraged by the depth and quality of participation seen in the first “You and the Catholic Church” series presentation at SMMP. While attendance was low at Fr. Richard Smith’s presentation on “Marriage and Annulment” (2/21/11), Kevin noted the excellence in this presentation as well as in the attendees’ participation. This presentation was videotaped, with hopes that it, along with videos of other future “You and the Catholic Church” presentations at SMMP, can be made available through the parish library. The Council then expressed interest in having these videotaped presentations becoming available through a YouTube-type online format via the parish web site.

Other upcoming presentations to be offered as part of the “You and the Catholic Church” series at SMMP include the following:

- “Mary and the Saints” (3/14/11 – 7-8:15 p.m.), presented by Rich Miklinski, SMMP parishioner
- “Thorny Issues” (4/11/11 – 7-8:15 p.m.), presented by Kevin M. Lynch
- “Life in the Spirit” (five Mondays, beginning on 5/2/11), presented by Fr. Paul Hottinger

Kevin recognized Rick Peterson’s excellent work with the Hospitality Committee and also recommended that Hospitality and CCH should now merge. Its combined goal

would be to serve the newly registered parish members as well as provide outreach to potential returning/inquiring Catholics.

AD HOC STAFFING REVIEW COMMITTEE: Due to extreme scheduling difficulties, this committee has not met as often as desired. Their last meeting was productive, and it is anticipated that the committee will need to meet one to two more times prior to giving a final report.

“GREEN TEAM” COMMITTEE: Tom Cordaro reported that the parish’s “Green Team” Committee met on 2/17/11 with Mike Prus. They addressed 17 items which were noted through the parish’s recent free “green” audit, conducted by the non-profit group SCARCE (School and Community Assistance for Recycling and Composting Education). Many of these items would require behavioral changes, e.g. closing certain parish doors to better conserve energy and turning off the Coke vending machine’s “24/7” light. Another idea included gradually decreasing the use of Styrofoam cups at smaller-sized parish meetings, substituting washable coffee mugs for disposables.

PARISH VOLUNTEER APPRECIATION DINNER (1/22/11): Brian Churilla and Dan Dulik were thanked for having co-chaired this event. It was duly noted how well this Volunteer Appreciation Dinner was received and how much it promoted excellent fellowship and helped build greater community, deemed as very important among many of the parish’s active volunteers.

According to Brian, this dinner utilized an improved buffet set-up with four food lines. Pizza seemed to be very well-received as an appetizer, also serving as a more economical substitute for other appetizers – this dinner also featured more desserts than last year, along with main entrées cut into more “plate-friendly” smaller portion sizes. Brian also noted that the pre-dinner set-up on Saturday morning, along with Saturday night clean-up, went very well – he also recognized the Men’s Club for providing wine and beer at this event, along with some of their members’ clean-up help. The Council might still want to consider purchase of washable table linens rather than rental of these in the future, especially since the parish now has a laundry facility.

With final expenses for the Appreciation Dinner coming in slightly below budget, the Council unanimously approved giving the remaining \$200-250 to the parish’s musicians who provided a full evening’s entertainment at this event -- the musicians’ excellence was especially noted and greatly enjoyed. Brian also recommended that the musicians register in advance for this event in the future, too, so as to better help with food orders and table space for them.

POLICY/ PROCEDURES FOR CONTRACTS: The Council then reviewed and discussed a recently rewritten proposal for parish contract policy/procedures. While there was some appreciation expressed by staff for simpler, less “legalistic” wording, concern was also raised tonight about the lack of certain pertinent legal specifics in this. Desmond Curran, Council Vice-President, agreed to provide several alternatives in contract/procedures wording at next month’s meeting.

Due to the meeting running behind schedule, the Council very briefly took a short break from 8:30-8:35 p.m. and then resumed its meeting. Tonight's refreshments were provided by Bob Hansen.

SCHOLARSHIP COMMITTEE: Theresa Hawley, Scholarship Committee Representative to the Administration Commission, reviewed additional information provided at Council's request as pertaining to SMMP: its investment history in Catholic school education; its support for Catholic education in context of other area parishes; its commitment to the diocese for the All Saints Catholic Academy (ASCA) bond; and its existing scholarship policy. Referring to reports and PowerPoint word slides sent electronically by Theresa (in preparation for her presentation at the subsequently canceled meeting on 2/8/11), she then reviewed some of these main points and answered numerous questions posed to her. Especially since SMMP has one-third ownership of ASCA, the Council especially noted that "this is *our* school."

On behalf of the Scholarship Committee, Theresa recommended that the Council consider doing the following:

- Keep "flat grants" (even if small, thereby signifying parish support for families choosing to enroll their children in Catholic school), and consider "weighted flat grants" to families with multi-child enrollment at ASCA
- Encourage more needs-based scholarship applications, based on rising tuition/fee costs vs. reduced median incomes
- Stabilize parish investment and eventually increase to 12.5% of Sunday collections toward ASCA
- Transfer the Scholarship Committee from the parish Administration Commission to the Christian Education Commission

While the Scholarship Committee is anticipating that more SMMP families' financial needs will be greater this year, more of these families at ASCA will also be applying for needs-based scholarship help. Theresa requested that the Council not cut the Scholarship Committee's budget in FY20011/12, along with allowing this committee to also determine the actual dollar amounts for "flat grants" vs. "needs-based weighted flat grants" from this available amount of allocated funding.

Council expressed its appreciation to Theresa for the information and recommendations prior to her departure at 9:40 p.m. and indicated that it would consider the same in future budget considerations. However, Council did not take any action on this information, nor did it make any specific representations or guarantees of any future action.

The Council did agree to Theresa's request that the duties of reporting for the Scholarship Committee be transferred to the Christian Education Commission (CEC) in

the future. Theresa indicated that a recommendation would be before Council by the April meeting as to whether or not they could be served by reporting directly to CEC or if they could report through the ASCA representative to the CEC. In any event, the Scholarship Committee Representative shall continue to report to the Administration Commission through the remainder of the current fiscal year.

COMMISSION REPORTS:

Administration: *[1/19/11 and 2/16/11 Administration Commission Meeting Minutes electronically sent in advance – reports shown in full, below the 3/1/11 Council Minutes].* Terry Wagner, Administration Commission Representative and Finance Committee Head, noted that the 6-Month Interim Financial Report for July 2010 to December 2010 had appeared in the parish bulletin on 2/27/11. There was some discussion tonight about the possibility of re-carpeting the entire church to match the sanctuary carpet, the latter being replaced by insurance due to previous Advent wreath fire damage. However, there is some indication that this decision has already been made by those other than on the Building Committee and/or Administration Commission. Lastly, it was noted tonight that the parish ice-maker is not working again, despite its previous repair.

Christian Education (CEC): *[1/13/11 CEC Report electronically sent in advance – report shown in full, below the 3/1/11 Council Minutes].* Bob Hansen, CEC Representative, noted Sr. Madelyn's FY2011/12 budget request for an additional \$1,000 needed for the Men's CRHP Retreat. ASCA held an Open House and School Tours (1/30 and 2/2), which were advertised in the parish bulletin. While there has been a recent request to also have a children's Sunday church bulletin, the Council felt that this would be cost prohibitive unless a sponsor could be found. Lastly, Kevin offered congratulations for the Parish Mission (1/16/11-1/18/11), which had very good attendance.

Christian Service (CSC): *[January 2011 CSC Report and February 2011 CSC Report electronically sent in advance – reports shown in full, below the 3/1/11 Council Minutes].* Anne-Marie Cronin, CSC Representative and Head, was absent at tonight's meeting. The Council again noted that Charitable Contributions Committee had again not provided a summary report on its activities in February, despite the Council's requests. It was confirmed that Transitional Housing will only provide housing for one family and one apartment lease.

Christian Worship (CWC): *[CWC February 2011 Summary and CWC March 2011 Summary electronically sent in advance – summaries shown in full, below the 3/1/11 Council Minutes].* Nancy Rutkowski, CWC Representative, requested that two male and two female Council Members volunteer to serve as "foot washers" at the Holy Thursday Mass – while female volunteers are still needed from Council, male volunteers will include Desmond Curran and Steve Schroeder, with Terry Wagner as an alternate. The Council also discussed the procedures currently used for selecting gift-bearer families at Sunday Masses, with the ushers currently asking families who are sitting near the rear church entrance to do this. Nancy provided additional information about the upcoming

trial use of baked substantial bread for Sunday Eucharist at the 9:00 and 10:45 a.m. Masses during Lent. She also noted that this unleavened bread will be baked by volunteers and that all consecrated bread will need to be consumed, due to its quick spoilage. Lastly, she requested that anyone interested in attending the 3/15/11 diocesan workshop on translation changes in the Mass should contact her as soon as possible.

DISCERNMENT PROCESS FOR NEW AT-LARGE MEMBERS: Desmond outlined the recommended process and suggested a general timetable for Dan Dulik and Steve Schroeder to follow for setting the discernment process into motion to obtain two new At-Large Members on the Pastoral Council. It was recommended that most of last year's candidates be re-contacted shortly about their possible renewed interest – Sr. Madelyn should also be contacted about any new candidate recommendations. Spring meeting dates will also need to be cleared with Sr. Madelyn and Fr. Paul. The discernment process ahead includes the following: initial contact and re-contact with nominated candidates (February-March); candidates' information meeting (April); candidates' observation of the May 2011 Council Meeting; discernment (May); and Council installation (June). Articles about this process should be running shortly in the parish bulletin.

Additional Council Meeting (March): Especially due to cancellation of the February Council meeting, an additional Council meeting still needs to be held this month, especially for continued work on the 2011-12 budget. The Council now awaits final confirmation on this meeting date from Fr. Paul (who also will need to be in attendance, along with Terry Wagner). The Council expressed interest in meeting on either 3/13/11 (6:00 p.m.) or 3/20/11 (6:00 p.m.). Kevin also noted that some additional items besides the budget will be on this meeting agenda.

If any of the At-Large Council Members cannot attend, Kevin especially requested that they send all comments and concerns prior to this meeting in advance. He also urged Council Members to avoid debating these issues via e-mail, indicating that, as it does not encourage or adequately promote contributions from all members. It is not the optimal method for including the considerations of all Council Members.

FINAL "WHIP" AROUND: Comments included:

- "Good evening -- a lot got done, but it was very long."
- "Important work but time-consuming!"
- "I apologize for the meeting's length."
- "Thanks – although the meeting was long, it was important – know all the effort that's behind this."

CLOSING: Bob Hansen offered a closing prayer.

The meeting concluded at 10:15 p.m.

The next Pastoral Council special session meeting will be held on March 13th or 20th, 2011, at St. Margaret Mary Parish, starting at 6:00 p.m.

*March 13th or 20th Opening/ Closing Prayer: Dan Dulik
March 13th or 20th Refreshments: Dan Dulik*

Respectfully submitted,
Marlyn Ligner Steury
Recording Secretary

**SAINT MARGARET MARY PARISH
ADMINISTRATION COMMISSION
Minutes of Wednesday, January 19, 2011**

Members Present: Theresa Hawley, Jeff Jameson, Chuck Marquis, Michael Prus,
Klaus Rummer, Terry Wagner.

Members Absent: Tom Hill.

In the absence of Tom Hill, Jeff Jameson chaired the meeting.

1. Opening Prayer: Led by Chuck Marquis.

2. Approval of Minutes

The minutes of the December 15 meeting were approved without changes.

3. Discussion/Decision Items:

A. Scholarship

Theresa Hawley provided a PowerPoint presentation regarding the Scholarship Committee. Her presentation provided background about the history of the funding of scholarships, and comparisons to other parishes. The presentation described the Scholarship Committee's recommendations to keep the flat grant portion of the funding, and to stabilize the parish's investment in scholarship. A similar presentation will be made to the Pastoral Council.

B. Church Lighting Above Sanctuary

Chuck Marquis reported that conversation with one vendor, Bernardoni, has ended, due to a divergence of perspective as to how to address our lighting needs. Chuck is waiting for more information from Parkside Electric, regarding the cost of components. He noted that Parkside was seeking information about

the renting of a lift appropriate for the church, and perhaps Tom Hill can be of assistance. The commission considered possibilities for other vendors to enter the discussion.

4. Member Reports and Discussion

A. Chuck Marquis: No further report.

B. Terry Wagner, Finance Committee: 1) Terry reported that the Finance Committee reviewed financial projections analysis, and has concluded that some expense reductions seem likely. The committee noted the success of the Debt Reduction effort, which has collected nearly \$30,000 since its inception. The committee is projecting quite modest increases in collections during the next two years. 2) Terry noted that close to \$95,000 was donated in the Christmas collection. 3) The committee has a new member, John Lysaught (son of committee member Anne Lysaught). 4) Terry distributed financial reports for November, and collections reports from December.

C. Michael Prus, Business Manager: The diocese's insurance company reviewed damage to the church carpeting, and the need for cleaning the organ due to dust from the fire extinguisher. A task force is working on preparing pricing for the carpet, and John Schlaman will investigate the cost of cleaning the organ.

D. Tom Hill, Building Committee: Absent.

E. Jeff Jameson, At Large Delegate: No report.

F. Theresa Hawley, Scholarship Committee: No further report.

G. Klaus Rummer: Klaus noted that the Men's Club will be hosting a gathering at the parish to watch the Bears game on Sunday.

5. New Business: None.

6. Closing Prayer: Led by Michael Prus.

**SAINT MARGARET MARY PARISH
ADMINISTRATION COMMISSION
Minutes of Wednesday, February 16, 2011**

Members Present: Tom Hill, Jeff Jameson, Chuck Marquis, Michael Prus.

Members Absent: Theresa Hawley, Klaus Rummer, Terry Wagner.

1. Opening Prayer: Led by Michael Prus.

2. Approval of Minutes

The minutes of the January 19 meeting were approved, with one change, as requested by Terry Wagner: In last month's discussion regarding the damaged carpeting in the church, the commission agreed that it would be useful to study the cost of replacing the entire church's carpet, in conjunction with the sanctuary carpet replacement. The minutes will be amended.

3. Discussion/Decision Items:

A. Church Lighting Above Sanctuary

Discussion has continued with Parkside Electric, regarding the need for renting an appropriate lift to perform the work. Chuck Marquis will further explore prices for a rental. The possibility of using scaffolding was discussed. Tom Hill will seek out a price for labor costs for the option.

Since the last commission meeting, Parkside provided pricing for anticipated costs for materials. Chuck will also seek a complete proposal from Parkside.

B. Lawn Maintenance Contract

Mike Prus presented a proposal from Greenbrier Landscape, for lawn & shrubbery maintenance for the 2011 season. Pricing is the same as the previous two years. The commission approved this proposal.

4. Member Reports and Discussion

A. Chuck Marquis: Chuck noted that he plans to attend a "LED lighting expo", following on the commission's inquiries made about LED lighting in recent months.

B. Terry Wagner, Finance Committee: Absent. Mike distributed December financial reports. The Finance Committee did not meet in February. Mike noted that the planned discussions by the Pastoral Council, regarding the coming year's budget, have been somewhat delayed, as their February 1 meeting was canceled due to the snowstorm.

C. Michael Prus, Business Manager: Discussion continues with the diocesan insurance representative, in regard to the damaged carpeting and the cleaning of the church organ. Two proposals have been prepared for the carpet work. A proposal for organ cleaning has been prepared by a vendor, with the assistance of John Schlaman. The insurance company asks for a second proposal.

D. Tom Hill, Building Committee: No further report.

E. Jeff Jameson, At Large Delegate: No further report.

F. Theresa Hawley, Scholarship Committee: Absent. In an e-mail prior to the meeting, Theresa noted that the planned presentation to the Pastoral Council regarding scholarship was postponed, due to the cancellation of the February 1 meeting.

G. Klaus Rummer: Absent.

5. New Business: None.

6. Closing Prayer: Led by Michael Prus.

**Christian Education Commission (CEC) Meeting Summary
On Thursday, January 13, 2011**

Revenue Report: Tuition Report update as of 1/11/2011 from Arlene Serio was presented. We have billed \$97,255 and collected \$92,080 to date. This amount exceeds total collections for last year. A letter will be sent soon to those with an unpaid balance. These figures exclude the fees waived for financial reasons and also the fees waived because a parent teaches in the program.

REPORTS:

Religious Education:

On November 30th and December 1st, 112 children celebrated their First Reconciliation.

On Wednesday, December 8th, we had a Mass at 4:00 to celebrate the Feast of the Immaculate Conception. The Wednesday 5th graders were the readers and gift bearers. Approximately 65 children participated in the Christmas Eve Liturgy. We again used the on-line registration which seems to be an effective tool for reaching parents and getting involvement.

Two of the 5th grade catechists have asked us to offer Reconciliation to 5th grade students during class time perhaps in Lent. Father Paul agreed.

On Saturday, January 22nd at 10:30 a.m., we will have a prayer service for 4th graders and their families regarding Jesus the Storyteller. Fr. Paul will preside.

Journey:

Harvest Sunday in November yielded 800+ boxes of food.

Operation Wrap present donations were markedly down from years past...the economy is clearly being felt. There were approximately 200 of our Journey teens on hand to wrap, in an enthusiastic, cooperative manner.

Thanks to Kim Cernek, we have a slot for 90 people at Feed My Starving Children this Friday, 1/14, 2:30-4:30.

Journey Retreats are scheduled for Feb. 12 (6th), March 5th (7th), and March 12th (8th).

Fr. Paul is going to be on hand for part of each retreat.

Youth Ministry:**Quest:**

The "Rite of Calling" was very well attended by teens and parents on the Baptism of the Lord Sunday. Confirmation interviews continue with only 3 out of 10 groups left. So far, all teens we have interviewed are being confirmed. SPIRIT Retreat is coming in February and directors are being chosen now. Confirmation will be celebrated by Fr. Paul on Sunday, April 10.

SHINE Mission Trip

This committee is wonderful! We received a \$ 5000.00 donation just before Christmas and we made \$ 361.00 from the Buffalo Wild Wings fund raiser. We now have around \$ 6900.00 in donations which is enough to cover transportation costs. On Saturday, March 12 we are having a St. Pat's Party. It will be adults only while offering free babysitting. Near the end of the school year we will have our final fund raiser called *Dinner Done*. To date we have 47 people attending this trip.

Peer:

We continue to have 25-30 teens attending our meetings and the Tuesday nights are still going strong.

Junior/Senior Retreat Feb 4-6, 2011

Permission forms have been handed out for this retreat. We should have a great turnout for this retreat. We will try to get other juniors & seniors not involved in peer to attend. It will be held at SMMP to save money. We are looking to take our teens on a service project that weekend also.

Adult Education:

BOOK STUDY: The January book is "Times Three" by Phyllis McGinley.

BIBLE STUDY: Bible Study resumed on January 11th.

BUSINESS BREAKFASTS: Al Gustafson is our speaker for the January 22nd Business Breakfast....Manna For The Wilderness. Fr. Jonathan Foster will be our Feb. speaker – Bread for the Wilderness of our Church.

RETREATS: Fr. Michael Sparough, SJ is ready for the Parish Mission. Women's CRHP has 11 who have registered for the January 29-30 retreat. The Ignatian Retreat is going extremely well with 11 participants. To date, 25 have registered for the Women's Weekend Retreat in Mundelein

All Saints Catholic Academy: We have an open house on January 31st and February 2nd. I encourage anyone interested to attend one of the dates. MLK is a huge, full service and celebration day for parents and students alike.

New Business: The Directors and their volunteers will participate in training sessions for the new missal when scheduled.

A proposed simplified CEC registration form was reviewed and will be discussed at the March CEC meeting. The sacramental fees were highlighted on it to make that fee more visible.

Sue gathered and presented costs for the RE programs at nearby churches. We are comparable. Directors are preparing for 2011-12 budgets. They will review what programs they previously cut or curtailed that should be considered for reinstatement if they left a significant gap in the Ministry. Budgets will NOT be increased so any changes have to be at least budget neutral. Sr. Madelyn believes she will need to request \$1000 to fund the resumption for the Men's CRHP retreats. She cannot fund that program in her current budget.

A new idea was raised by Jeanine Parisi. She suggested we consider creating a new, small child friendly version of the bulletin that would be distributed to families as they arrived for mass. This tool would help the children be involved during the mass and that might encourage young families to come more often. The idea's cost and feasibility at SMMP will be researched by Sue and discussed at the March CEC meeting. If we decide to implement this new program, we will raise RE tuition to cover the program's cost.

Christian Service Commission (CSC) Report January 2011 Report

Bereavement

No report at this time.

Blood Drive

No report at this time. Next Parish drive is in April.

Boy Scouts/Cub Scouts

No report at this time.

Charitable Contributions

The meeting of January 11, 2011 was called to order by the Chair, Charles Martinez, and the minutes of the previous meeting were approved. The following requests were reviewed and approved: Northern IL Food Bank, Community Housing Association of DuPage, and Teen Parent Connection Center. Action on the DuPage Senior Citizens Council was postponed to the February meeting. The request by Hope for Tomorrow was declined. \$10,170 remained in the budget after the above approvals. The following requests are now being evaluated: House of Good Shepherd, Loaves and Fishes, Will County Center for Community Concerns, and Volunteer Missionary Movement. The meeting was closed with a prayer.

Christmas Giving Tree

No report at this time.

Emergency Meals

We prepared two emergency meals for the family of 6 whose daughter is undergoing chemo. We supplied 24 dozen cookies for Right to Life Meeting on Friday, January 21st.

Funeral Luncheons

There were no funeral luncheons.

Food Pantry

Food Pantry group: Loaves and Fishes began to operate at their new location on January 24, 2011. The new address is 1871 High Grove Lane, Naperville. They are having an open house on Saturday, February 5 from 1:00 p.m. to 5:00 p.m.

Men's Club

Fifty men attended the meeting January 11th where we set an April 30th date for the Parish Project and are actively seeking suggestions from the Parish. The Men's CRHP is planned for March 18 & 19. The Men's Club is hosting Bingo for the Parish on Feb.11 at 7:00 p.m.

Newcomers Committee

The committee is hosting a welcome reception for new parishioners on Sun. Jan. 30 at 12:00 in the Upper Room.

PADS

We have continued averaging about 40 – 45 guests per week. Thanks to several individuals and Boy Scout and QUEST groups who have offered special cookies, gifts and decorations to help make the Christmas season a little more festive. It is great to see this spirit of giving by the youth in the parish.

In January, PADS will begin a six week financial literacy course which will be offered to the guests (optional).

Pastoral Care

No report at this time - -the committee did not meet in January.

Peace and Justice

Plans are underway for the next two parish social mission weeks that will take place in February. The theme for first week (Feb.6-12) will be, "Bread for the World: Called to Charity & Justice." It will focus on the difference between charity and justice and the need to do both. Parishioners will be invited to engage in an act of charity (donate money in support of the NCO Transitional Housing Program for homeless youth; and will be invited to participate in an act of justice-- advocating on behalf of funding for homeless youth programs to our state legislators. In addition, Tom Garlitz, Director of the Joliet Diocese Peace & Justice Office, will speak on Wednesday, Feb. 9th on the topic: What does the Church Teach About Charity & Justice? The theme for the second parish social mission week (Feb. 27- March 5th) will be "Setting our Sights on What Is Real Bread." This week will focus on learning to value what really matters in life. Parishioners will be invited to sign up for the parish Feed My Starving Children volunteer day in April.

Pro-Life

The Pro-L.I.F.E. Committee hosted the Interdenominational Prayer Service for Life, Friday evening, January 21. The service was sponsored by Naperville Christians for Life. Twelve representatives from Naperville area Catholic and Christian churches participated in the program. About 100 people attended the Service.

Parishioner, Raphael Diaz shared the story of the premature birth of their twins, Samuel and Elisha. Through medical science and TLC the twins, who weighed a little over one pound each, continued their development and now are healthy 12 year olds.

The Committee wishes to thank Fr. Paul for his support.

Thanks, also, to the Comfort Care Committee that provided delicious cookies for the social that followed the service.

The documentary, Blood Money, will be shown Tuesday, March 22 in the Upper Room.

September Club

The September Club did not meet in January as has been the custom not to. We will meet in February on Wednesday the 2nd.

Sharing Parish

Three checks totaling \$3900.00 for second semester tuition assistance were issued to St. Joseph, St. Peter, and St. Rita of Cascia Catholic Schools in Aurora. The support is for eight pupils in six families.

St. Joseph Ministry

Seven job seekers and five volunteers attended the meeting on January 5th. Speaker Steve Sibon spoke about developing an "elevator speech" for meeting new contacts.

St. Vincent DePaul

Christmas donations were very good. We have been blessed to have a few very generous contributors.

We helped 6 people/families this month.

- Haitian lady who needed help with rent who had her hours cut back
- disabled couple living on SS only
- family (husband, Wife and 2 children living in van, helped with repairs
- lady with 2 children needed help to keep her car to she can look for work
- person who lost job helped with rent
- person who had work days cut to one per week, helped with rent.

Sunday Nursery

No report at this time.

Transitional Housing / Daybreak

Our Daybreak families were adopted, very generously, for Christmas by the Contemporary Choir. In addition, we helped a former Daybreak family whose mother is currently enrolled in school and not working.

Our lease for our family who will continue in Daybreak for another 14 months has been renewed with an increase of \$10 per month. This landlord has been very reasonable in his rates and our families who have lived in this area seem to appreciate it, and the convenience the area offers.

Submitted by Anne-Marie Cronin

Christian Service Commission (CSC) Report February 2011 Report

Bereavement

We began discussing the missing paperwork for those that have lost loved ones in the parish. From Laurie's worksheet and discussion, we were able to reconcile those we are aware of from the parish. Lessons learned from the discussion:

- Laurie will check the bulletin weekly and make sure she receives the paperwork for those mentioned.
- Laurie will maintain the "Bereavement Assignment" worksheet for tracking on a monthly basis, as well as the master spreadsheet.
- Laurie will also double check with Regina regarding the process flow for deceased.
- Each minister, can help by noting the "write-in's" on Sunday if they are a lector, funerals they've sung at, notices in the obituaries.

Carole Gravelle resigned from taking any more cases as she will complete training at the end of May and move onto a new ministry she is being called to at St. Raphael's. Carole has been an incredible minister for us and we are excited for her as she expands to a new venture that God is calling her to. He needs her caring heart to be a listening and supportive role to all that are encountering sorrow in their journey here on earth. We will miss Carole tremendously however, wish her many blessings, joy and the richness only God can give in her new endeavor.

In April, Mary will give us a list of all the women parishioners that have lost their mothers in order for us to invite them to the Motherless daughter's luncheon.

- We are confirmed for May 5th in the Upper Room. Please mark your calendars.
 - Discussed cases.
 - Assigned new cases.

Next Meeting: March 16, 2011, 6:30pm.

NEXT MASS for deceased: March 31, 2011 at 8:15am.

Blood Drive

No report at this time. Next drive is scheduled for May 7, 2011

Boy Scouts/Cub Scouts

No report at this time.

Charitable Contributions

Christmas Giving Tree

No report at this time.

Emergency Meals

Funeral Luncheons

Food Pantry

No report at this time.

Men's Club

Around 50 active Men's Club members attended the February meeting. Traditionally, spouses are invited to this meeting each year. Everyone feasted on Roy Taylor's fabulous par boiled ribs. The event noted the passing recently of two men's club members this month: John Gallik and Wally Brouder. Thanks were given to the guys who helped support the meal and those that helped dig out the church from the recent blizzard. Ere Charitable donation of \$200 to Loaves and Fishes was approved by the board. All the men of the Parish are invited to join us for food, fun and fellowship!

Newcomers Committee

PADS

Pastoral Care

No report at this time.

Peace and Justice

The month of February has been very busy for the committee. We have organized two parish social mission weeks. The first, "Becoming Bread for the World: The Call to Charity & Justice" (Feb. 6-12) included an act of charity (we collected over \$1,600 for NCO's Transitional Housing Program) and an act of justice (we collected over 480 postcards asking our elected state officials to protect funding for homeless youth programs). Our second social mission week, "Setting Our Sights on What Is Real Bread" will kick off with a guest homilist/presider from Cross International who will speak at all the masses about Catholic relief work around the world. At the same time parishioners will be invited to sign up for our parish Feed My Starving children volunteer day on April 16th.

Pro-Life

We will be showing the documentary, "Blood Money" on Tuesday, March 22. The documentary exposes the abortion industry and had testimonies from women who have had abortions.

September Club

Sharing Parish

St. Joseph Ministry

St. Vincent DePaul

Sunday Nursery

No report at this time.

Transitional Housing / Daybreak

Daybreak looks like it will have two clients until the end of May. We are helping the client who is scheduled to graduate, locate an apartment, and find some funding to give her some assistance. She is making too much money to be able to use the food pantry once she leaves the program, but can only pay \$700-\$750 in rent. It is the "borderline" families who find it the most difficult, making decent money, but not enough to support a family of 3. While she has looked into sharing an apartment, they would need too large a unit which would be too expensive. She would like to stay in the area and has enjoyed living in her apartment in Naperville.

Our second client is doing fairly well and her son is thriving in the program.

Submitted by Anne-Marie Cronin

Christian Worship Commission (CWC) February 2011 Report

Altar Servers: No report at this time.

Art and Environment: E & A are busy with Lent planning currently. Has anyone notice our tabernacle is back? It looks very nice.

Baptism Assistants: No report at this time.

Choirs: No report at this time.

Eucharistic Ministers: After five years of service Sue and Mike Schroeder are stepping down as coordinators of the Extraordinary Ministers. Barb Ryan will take on this role. A training session for EM's will be held on Sunday Feb. 27th, following the 12:15 mass. Deacon Ken Miles will assist in the training.

Greeters: Nothing new to report this month.

Lectors: Sometime this month there will be training session for new lectors to prepare for the Lenten and Easter season.

Linen Launderers: No report at this time.

Liturgy Development Committee:

Advent/Christmas:

- Good homecoming feeling
- Poor altar server and EM signups - need to work on better communication for this season
- More advanced communication on special "happenings" at Masses
- Need more worship aids for back of Church and Choir area with full crowds
- Family servers worked very well. May want to do more often.

Substantial Bread:

- Mary Oliphant working with Barb Ryan and Ingrid Van Dril
- May start at several Masses during Lent

New Translation:

- Generate a general plan for parish
- Diocesan Workshop on March 15th
- Short bulletin articles

Lent:

- Request for no announcements during Lent
- Preparing bulletin insert on all Lenten events (Fridays/Threads/Guidance/etc.)
- Gospel Readings: Two Lectors prepare **LONG** readings in more dramatic style
There will be workshops for these lectors.

- There will be communication about the different proclamation of gospel in bulletin beforehand. This will be done at the 5, 9, and 10:45 Masses.
- Request to Art and Environment – to use long purple cloth from lantern down side and curled around cross.

Sacristans: Ingrid Ban Dril and Barb Ryan met with Mary Oliphant to discuss the practicality of using baked bread for Eucharistic celebrations. We will be trying it during the Lenten and Easter season. It will most likely be used at the 9 and 10:45 Masses. Sacristans and EM's will need to be trained for this change.

Submitted By Nancy Rutkowski

Christian Worship Commission (CWC) March 2011

Altar Servers: No report at this time.

Art and Environment: We have finished our environment plans for Lent. We are working on Taize' for Friday, March 11. The new carpet for the sanctuary has been chosen and will be installed soon.

Baptism Assistants: No report at this time.

Choirs: No report at this time.

Eucharistic Ministers: Training session for new Eucharistic Ministers was held on Sunday February 27th and a total of fourteen new EM's were commissioned. Another training session will likely be held in May, as several people have expressed interest in this ministry, but could not attend the Feb. 27 training.

There is an effort to obtain email addresses for all active EM's. This will reduce the cost of mailings, and make communication more effective and timely.

The document outlining the procedures for Eucharistic Ministers is in need of updating. It was last revised in January of 2007, and since that time, several procedures have been revised. In addition, procedures for times when substantial bread is used will have to be established and documented. Revisions will likely be made, reviewed, and approved shortly after Easter. Updated procedures will then be emailed to all EM's. (and possibly posted on the parish website).

Greeters: Not much to report. We were wondering if it would be possible to again have parishioners assigned to take up the gifts. It seems that when we sent in

alphabetical order it was better. We realize this is a lot of work, but think it would make it better because families were prepared to do it.

Lectors: No report at this time.

Linen Launderers: No report at this time.

Liturgy Development Committee: The committee continues to work on the Lenten Season Masses.

Sacristans: We are on board with switching to substantial bread for 9 AM and 10:45 AM Masses. Ingrid Van Dril has spoken with Flo, the liturgical coordinator at St. Cement's and she has been most helpful with details. Have spoken with Terry Taylor and Fr. Paul and voiced some concerns and worked out an agreeable timeline for trial and evaluation of the new process. Mary Oliphant has offered to be on hand to assist the sacristans on the first two Sundays of implementation. Ingrid Van Dril will be training the sacristan's affected by the change of the Eucharistic celebration in the near future.

Submitted By Nancy Rutkowski
