

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

Members Present: Barbara Burkhardt, Kim Cernek, Tom Cordaro, Desmond Curran, Dan Dulik, Gus Fischer, Fr. Paul Hottinger, Divia Ludwig, Steve Schroeder, Sue Schroeder, Terry Wagner, Larry Williams

Members Absent: None

Guest Presenter: Mary Runger

Pastoral Council President Desmond Curran called the meeting to order at 7:03 p.m. in Room 8 at SMMP. Divia Ludwig provided tonight's opening Scriptural reading and guided reflection.

ANNOUNCEMENTS AND APPROVAL OF OCTOBER 2011 MINUTES:

The Pastoral Council approved the minutes from October 4, 2011, with Gus Fischer moving and Dan Dulik seconding. These minutes, which also include the Commission reports, will now be posted to the Council's online web page. Meanwhile, Council Secretary Larry Williams has already submitted a summary of the October minutes working draft to the parish bulletin.

Desmond requested that the Commissions notify him about special activities and events well in advance so that he could better send out announcements about these to the Council. He noted the following:

Women's CRHP Retreat Program's 30th Anniversary Celebration (11/2/11)

Autumn Dinner (11/5/11): This dinner, hosted by the Men's Club, now has 79 registrants.

Fair Trade Christmas Gift Fair (11/6/11 – after all Masses)

Men's CRHP Retreat (11/12-13/11): [After a one-year hiatus], the Men's Christ Renews His Parish (CRHP) Retreat returns, with fourteen new participants currently signed up.

Harvest Sunday (11/13/11): Non-perishable food collection will be held on Sunday afternoon throughout the parish neighborhoods

Christmas Giving Tree Program Sign-Up (ongoing thru 11/14/11): Bulletin announcements are now appearing and letters sent out seeking donor participant sign-up.

GUEST PRESENTATION ON REDISCOVER CATHOLICISM BOOK SERIES:

Mary Runger, former Council President, presented to Council about plans for the five-session book seminar series to be based on Matthew Kelly's book *Rediscover*

Catholicism (2010). This seminar series will be offered to the parish on January 22-March 18, 2012. Team members working with Mary on this book seminar project include the following parishioners: Barb Burkhardt; Julie Carballo; Todd and Tonya Galer; Patty and Vince Keenan; Jim Krema; Barbara Ryan; Clarice Schmidt; and Vicki Wolf. While Mary had initially met with Fr. Paul and Sr. Madelyn during this past summer, followed by the team's starting to work this past August on these study sessions, each session based on a separate section of the book. Meanwhile, the team is currently in the process of creating a study guide for use with these sessions. Each seminar session is designed to include a guest speaker presentation, followed by a refreshment break, small group breakout session with facilitator, and question and answer time with guest speaker. Sessions facilitators will include: Steve Hazard (1/22/12); John Blumberg (2/12/12); Fr. Paul Hottinger (2/26/12); David Spesia (3/4/12); and Mary Amore (3/18/12).

According to Mary, two parishioner families (who wish to remain anonymous) have already generously purchased 500 copies of *Rediscover Catholicism* to be distributed to parish households – these were purchased at a greatly reduced bulk price. In addition, each Council Member received a copy of *Rediscover Catholicism* at tonight's meeting. After some discussion, Council suggested the Sunday weekend Mass dates of December 17-18, 2011, for this book distribution (one per household as a "Christmas gift from the parish") to be made available for pick-up by interested parishioners. Council then also suggested that books and signage be available, if possible, on December 24-25, due to large traffic expected and the good opportunity presented to promote the book and program. If the demand exceeds the 500-book supply, additional books will subsequently be ordered. Plans for advance publicity include bulletin articles, flyers, and short testimonials at Masses. Parishioners will then be encouraged to sign up for the book study sessions, with sign-up starting on 1/8/12. In the event that a book study planning team member would not be available to present information on the above at the November Men's Club meeting, Dan Dulik has then agreed to do this.

[Schedule/Format/Timeline for Book Seminar Sessions was provided in hardcopy format at tonight's meeting, a copy of which is attached hereto].

CONSENSUS: According to a 1990 report by a parish committee established to look at consensus decision-making, it was noted that Council could annually decide the particular percentage that would constitute a consensus in its consensus decision-making. There was also discussion, consistent with the 1990 report, that not every decision of Council requires consensus decision-making. In accordance with canon law, Fr. Paul clarified that the Council is only required to have one vote, the vote to approve the final parish budget. The Council discussed that this final vote on the parish budget is not conducive to a consensus decision-making process because a budget must be passed each year. As Fr. Paul pointed out, however, he would have the power to approve a budget if the Council for some reason could not decide. Although separate voting could be held for individual line items in the budget, this would not be recommended due to its being a very tedious process. After some discussion, all

agreed that the final budget vote would be a simple majority vote, though the hope was that the budget decision could be unanimous or near-unanimous.

Council continued its discussion about this year's consensus decisions, with Fr. Paul noting that the process of coming to consensus should attempt to bring together all points of view on an issue, if possible. If there is any opposition, then Council Members should articulate specific reasons for their opposition. Whenever consensus decision-making is appropriate this year (the final budget vote not being such an instance), the Council unanimously decided that 75% of the Council could represent a consensus even if some Council Members did not agree, as long as those dissenting members could live with the decision made.

STRATEGIC PLANNING TOPIC ONE, PART TWO – “How Do We as a Parish Community Break Out of the Stress of Annual Budget Cuts”: Discussion was postponed to the following month's meeting, due to tonight's time limitations.

AD HOC COMMITTEE FOR FUNDRAISING: Steve Schroeder reported that, while the committee has now received numerous ideas for fundraising projects and events, including partnerships with local business. However, most of these lack leadership needed to spearhead and implement them. However, he noted that former Council President Kevin M. Lynch has again agreed to head the St. Patrick's Dinner event, although clarification is still needed from Candy Rice, Youth Ministry–High School Director, about which specific youth ministry mission trip program(s) will be assisted by this planned fundraiser. Additional information is also needed regarding a possible fundraising letter campaign being planned by Daybreak (Transitional Housing) Ministry.

Council indicated its approval to hold special collections for Christmas flowers and liturgical music, with a special collection envelope for flower contributions already included in registered parishioners' envelope packet. Steve will contact John Schlaman, Music Director, to write a bulletin article seeking contributions toward seasonal liturgical music, contributions for which can also be included in the “flower” envelopes. In addition, Council requested that announcements be made about these flower and music collections shortly at upcoming Sunday Masses.

While fundraisers for specific parish ministries function as short-term solutions to assist with shortfalls, long-term solutions to helping reduce parish debt are still needed, too. Steve also noted the need to also encourage parishioners making provisions to SMMP in their estate planning, wills and bequests, and major gift-giving. Council noted the parish's need to hire a future Development Director as a parish long-term 5-year goal. Meanwhile, Fr. Paul reported that a seminar could soon be offered at SMMP on wills and bequests, end of life issues, and advance directives. Steve will follow up with Mike Prus about implementing additional estate planning seminars through the parish.

COMMITMENT CARDS: The Council discussed commitment cards not having proved to be that helpful in the past for budgeting or increasing donations. Instead, Fr. Paul will again be writing a letter shortly in November. He noted that he will not only stress

gratitude but also the parish's financial need in this letter. Council expressed interest in an effort to produce some hand-written notes to parishioners, seeking increased donations. In addition, Council indicated that parish bulletin articles and announcements at Sunday Masses could accompany this mailing. Fr. Paul noted, though, that only approximately 600 registered households contribute each week out of the 2,700 registered households. Given the limited time available to attempt this new effort around the holidays, the Council decided to further discuss the logistics of such an effort at a future meeting.

Following this, Council took a break from 8:45-8:55 p.m., also enjoying refreshments provided by Divia Ludwig.

“LET’S CELEBRATE” PARISH VOLUNTEER APPRECIATION DINNER (1/21/11):

Dan Dulik provided hardcopies of the “Let’s Celebrate” Volunteer Appreciation Dinner Roles and Responsibilities, with this event scheduled for 1/21/11 in the Parish Center. In this, he identified five committees needing chairs. At tonight’s meeting, the following Council Members have volunteered to chair these committees:

- Food and Beverages (Divia Ludwig, Larry Williams, and Sue Schroeder)
- Communications (Tom Cordaro)
- Entertainment (Divia Ludwig – student Mexican folk dance group; musicians – Dan Dulik)
- Decorations and Logistics (Barb Burkhardt; Sue Schroeder – registration table)
- Set-up and Clean-up (Larry Williams and Dan Dulik – Mike Prus to be contacted for coordinating with parish custodial staff)

In addition, Kim Cernek will check with the teen group about the possibility of providing on-site babysitting for this event – she will then provide follow-up information about this later in the week, including possible hours and costs if this would be offered. In addition, the high school ministry needs to be contacted about their interest in again staffing the coat check, along with the possible designation of free-will coat check offerings being used toward the high school youth ministry.

Last year’s Appreciation Dinner had 220 people in attendance, including musicians. Meanwhile, the Council discussed having a slightly earlier start time (6:30 p.m.) to better coordinate with 5:00 p.m. Mass attendance – while Council also discussed publicizing a 10:00 p.m. event ending time, it was also noted that numerous dinner attendees stayed on much longer than the official ending time at previous appreciation dinners – many also then helped with clean-up. Lastly Council also discussed having desserts made by parishioners rather than purchasing these.

MID-YEAR STAFF/COUNCIL WORKSHOP MEETING: As the possible workshop dates (2/11, 2/4, or 2/18), tentatively selected in order of Council’s preference at last month’s meeting, did not work with some of the Staff, Staff then proposed 1/7 or 2/18 for this meeting. The Council agreed upon the 1/7 date proposed by Staff. Due to Staff

commitments, a 10:30 a.m. start time was discussed. The agenda for this meeting will now need to be set.

AD HOC COMMITTEE FOR COMMUNICATION: Kim Cernek was thanked for having organized this recent focus group meeting (10/25/11), which had an excellent attendance with 20 participants. It was also noted that many attendees were there as a result of Kim's personal invitation, with much energy and enthusiasm generated. As a result of this meeting, two attendees have expressed a strong interest in helping with Hospitality Sunday's; two attendees in helping write bulletin articles; and a graphic designer attendee in helping design a parish logo. In addition, new ideas for communication resources and technology were also shared. Plans are now underway for another focus group meeting in February.

Council further discussed one idea received from two very interested focus group members about holding weekly coffee café times following the Sunday Masses, with the cafe featuring more upscale coffees and possible light food items for a charge. Council then noted that many logistics would still need to be worked out for this, including participant charges (free-will offerings or set charges), facility and scheduling issues, and coordination also needed for this with the current Hospitality Sunday program. It was also highlighted that the parish Hospitality Sundays are periodically offered without charge to Sunday Mass attendees to encourage fellowship and are scheduled to coincide with various social outreach missions weeks and ministry sign-up's. While Council expressed interest in a possible Sunday café, it was suggested that it might be a good idea to try a new pilot program first to see how it goes. The Council also agreed that it would be important to involve those who have been running the current hospitality program in any discussion about changes to the hospitality program. Desmond agreed to contact the current Hospitality Committee Chairperson and the parishioners who are exploring a new hospitality effort in advance of the next Council meeting.

COMMISSION REPORTS:

Administration: Terry Wagner, Finance Committee Head and Administration Representative, stated that there was no report from this Commission, due to its not yet having met since 9/8/11 but with plans to meet again shortly (this Commission now meeting every other month). He noted that the Commission has now signed the proposal from Greco Electric for new church lighting above altar, with this work hopefully being done by Advent. He also stated that the Men's Club might help pay toward this electrical work.

Christian Education (CEC): *[Christian Education Commission October Report – 10/31/11 was electronically sent in advance by Kim Cernek, a copy of which is attached hereto].* There were no additional questions posed to Kim Cernek, CEC Representative, or further discussion about this report.

Christian Service (CSC): *[CSC Report for November was electronically sent in advance by Tom Cordaro, a copy of which is attached hereto].* There were no additional

questions posed to Divia Ludwig, CSC Representative, or further discussion about this report.

Christian Worship (CWC): *[Christian Worship Commission Report –November 2011 was electronically sent in advance by Gus Fischer, a copy of which is attached hereto].* Gus reported that the church organ overhaul/repair work is being done by John Schlaman, with some funds for this included within the budget. John is also directly working with the person who had initially built this organ. Gus then also shared some Sunday Mass attendance figures as obtained through annual census (as taken at and averaged for three Sunday's in October) – he also noted that during the past three years, attendance has declined by approximately 50 people per Sunday.

OTHER:

Sr. Madelyn's 50th Jubilee Celebration (10/9/11): According to Desmond, this celebratory Mass and reception had great participation, good energy, and a packed attendance – Sr. Madelyn has also expressed her thanks for these. Desmond also noted that \$12,000 in contributions had been received, which were used for the reception and for some nice gifts for Sr. Madelyn.

CLOSING: Council used a closing prayer which Divia had provided.

The meeting concluded at 9:45 p.m.

The next Pastoral Council Meeting will be held on Tuesday, December 6th in Room 8 (St. Margaret Mary Parish), starting at 7:00 p.m.

*December Opening and Closing Prayer: Barbara Burkhardt
December Refreshments: Barbara Burkhardt*

Respectfully submitted,

Marlyn Ligner Steury
Recording Secretary

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**Christian Education Commission
October Report
Submitted by Kim Cernek
10/30/11**

Religious Education, PreK–Grade 5

- Online registration for Children's Mass successful. 20 children participated in the celebration on Saturday, October 22.
- First Reconciliation scheduled for Tuesday, November 29 and Wednesday, November 30.

- The first Catechist “Open House” of the year will be held the week of November 12. This event encourages Catechists to meet each other and share teaching ideas.

Junior High, Journey

- Mona Purdy from *Share Your Soles* presented her work to Junior High students and their families.
- Junior High will participate in Harvest Sunday on November 13.

Senior High, Quest

- Alpha Retreat planning underway.
- Confirmation interviews have begun.
- 35 adults and 9 teens will attend the Peer Retreat at Dickson Valley November 4/6.
- 27 teens raised about \$1900 October 22/23 at the “Sleep in a Box” event. This money will be donated to *Bridge Communities* and *PADS*.
- Military Ministry Veteran’s Day prayer service to be held on Thursday, November 10 at 7:00 p.m.

Adult Faith Formation

- Book Study, Bible Study, Business Breakfast, Evening and Morning Enrichment, Table for Two, and Spiritual Direction all thriving.
- We have two gentlemen participating in RCIA with Ken Miles acting as facilitator.
- Threads on December 9 will feature *Christmas Alive: A Live Nativity*.
- Father Richard Fragomeni will present our Parish Mission in January.
- At least nine men have registered for CRHP November 12/13 and 130 women will attend the CRHP Reunion on November 2.

All Saints Catholic Academy

- Teachers and students have been learning about how the Sacred Heart of Jesus devotion given to Saint Margaret Mary is an important touchstone in our lives.
- A family day of service is planned as an alternate to a day off from school on Martin Luther King Jr. Day on January 16.

CEC will meet next on Thursday, November 10, 2011.



CSC Report for November

CHARITABLE CONTRIBUTIONS COMMITTEE: The meeting of Oct. 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: Little Friends, Inc., Mujeres Latinas en Accion, Ecumenical Adult Care. \$30,650 remained in the budget after the approvals. The following requests are being evaluated: Senior Home Sharing, Teen Parent Connection, Will County, Institute for Women Today, Upendo Village, Voluntary Missionary Movement, Franciscan Outreach. The Meeting was closed with a prayer.

MENS CLUB: The men's club met October 18th in the parish center. A record 70 men attended the meeting where a delicious post picnic meal was served. Father Paul encouraged CHRP participation. A report on the men's club golf outing was presented along with the final picnic report. The autumn couples

dinner to be held November 5th was encouraged; as we need 65 people to commit if event is to be held. Next month is budget presentation and in December state representative Mike Connolly will be our guest speaker. All men of the parish are encouraged to attend.

PEACE & JUSTICE ADVISORY WORKING GROUP: Our domestic violence initiative and our mental illness advocacy work were well received by parishioners. Coming up in November we will be organizing a Christmas Fair Trade Gift Fair to benefit Catholic Relief Services (Sunday, Nov. 6th) We are also in the process of organizing the second Parish Social Mission Week with a focus on religious freedom and tolerance.

PRO-L.I.F.E. COMMITTEE: Bishop Conlon sent a DVD with his pro-life message for Respect Life Month. The 5 minute message was played in the Parish Center on October 23.

SHARING PARISH PROGRAM: Checks totaling \$3,425 were sent to four Aurora Catholic Grammar Schools for 1st semester tuition assistance to nine students and one pre-K child from seven families. An additional family with three children had been approved for partial scholarship but was not enrolled.

The Craft Fair on October 1 showcased an attractive selection of items for sale, but traffic was lighter than we had hoped. Most participants, however, said they would be interested in returning next year. The Food Service was a fundraiser to help pay extensive hospital bills for a family member of Sacred Heart parishioners. One of the lunch choices was tamales which can now be ordered on an on-going basis, as long as there is interest, to continue the fund-raising efforts. Orders are coming in, and deliveries will start in early December.

Requests for food gift cards and turkeys for Thanksgiving baskets should begin shortly.

ST JOSEPH THE WORKER EMPLOYMENT GROUP: We had a meeting on 10/19/11 at Southminster Church in Glen Ellyn. Five men and women attended with four volunteers. We had Arlene Romaine explain the importance of first impressions and business etiquette. Little things that mean a lot. All five participants helped network with each other and suggestions came for each.

ST VINCENT DE PAUL: We helped 5 households this month

- Parishioner with health issues downsizing. helped with deposits
- helping person who's wife passed away
- helped a person who was about to have electric shut off
- helped parishioner Husband and wife both working part time
- helped a SSPP referral.

- Submitted by Tom Cordaro

Christian Worship Commission Report November, 2011

Altar Servers: A training session will be held November 12th.

Baptism Assistants:

Choir: The new Mass parts have been introduced at all Masses. We should

Be well prepared when the new Mass begins in Advent.

Both Choirs have begun practicing the Christmas music.

Additional work has been done on the Organ, and more to be continued.

Eucharistic Ministers: During the month of October, 14 new Eucharistic Ministers were trained.

Lectors: No report

Sacristan Ministers: No Report

Linen Launderers: This ministry is responsible for washing and ironing the linens and towels used at Mass each week. Approximately 17 women are involved in this ministry.

Greeters: We have completed our annual Mass Survey for the year. This Year we averaged 1,684 vs. 1,731 in 2010, and 1,788 in 2009. One of our long-time greeters, Ken LeWald, recently died.

Submitted by Gus Fischer

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Schedule/Format/Timeline for Book Seminar Sessions

Session 1 - January 22nd

Steve Hazard

“Where to From Here?” and “We Become What We Celebrate”

Session 2 - February 12th

John Blumberg

“The Authentic Life”

Session 3 - February 26th

Fr. Paul Hottinger

“The Seven Pillars of Catholic Spirituality- Part I”

Session 4 - March 4th

David Spesia

“The Seven Pillars of Catholic Spirituality - Part II”

Session 5 - March 18th

Mary Amore

“Now is Our Time”

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- † 7:00 p.m. Welcome/Opening Prayer and Song or Video/Introduce speaker
10 - 15 minutes
- † 7:15 p.m. Guest Speaker Presentation
20 - 25 minutes
**** 5 minute break for restroom and snacks****
- † 7:45 p.m. Breakout groups - participants sit 6-8 to a table w/facilitator
45 minutes
- † 8:30 p.m. Question and Answer with Guest Speaker
15 minutes
- † 8:45 p.m. Thank You/Announcements/Closing Prayer
5-10 minutes
- † 8:55 p.m. Dismissal
Total Time: 115 minutes

- *Submitted by Mary Runger*
