

St. Margaret Mary Parish, Naperville, IL
Pastoral Council Minutes
September 4, 2012

Members Present: Barbara Burkhardt, Tom Cordaro, Dan Dulik, Gus Fischer, Fr. Paul Hottinger, Divia Ludwig, Steve Schroeder, Marian Stricker, Terry Wagner, Larry Williams, Barb Zdon

Members Absent: Kim Cernek

New Pastoral Council President Steve Schroeder called the meeting to order at 7:00 p.m. in Room 8 at SMMP. He then opened tonight's meeting with prayer.

APPROVAL OF JUNE 2012 MEETING MINUTES:

Council approved the minutes from June 5, 2012, pending two requested spelling corrections within the text, with Larry Williams moving, Dan Dulik seconding, and the Council then unanimously approving these. The minutes, along with the Commission and Ad Hoc Committee reports, will now be posted to the Council's online web page.

ANNOUNCEMENTS:

DuPage County Hounds [Baseball] Game (7/7/12): This baseball game fundraiser, held at Benedictine University Sports Complex, Lisle, raised \$195, which will go toward the Parish Debt Reduction Fund. Steve thanked Larry Williams and others for organizing and coordinating this fundraising event.

Summer Outdoor Choir Concert (7/14/12): This summer event was deemed "a great success," with approximately 200 people in attendance. It was held outside on the parish grounds and featured many of the parish choir members and musicians. Special thanks go to Brian Pelz, the Contemporary Choir, the performing vocalists and musicians, the Men's Club, and all the others who helped organize this community-building event.

Hospitality Requests: Council discussed some suggested ideas provided by Deacon Fred Straub for increasing Sunday Mass greeter participation, including scheduling teens and entire families groups with children to act as assigned greeters. However, Gus Fischer, Christian Worship Commission Representative, noted past and current scheduling difficulties with Mass greeters for the 7:30 a.m. and 12:15 p.m. Sunday Masses, for which there is only one greeting team respectively.

Gus also noted previous difficulties with Sunday Mass gift bearer scheduling. There is no one performing scheduling duties at this time. Instead, the ushers ask families before Mass to serve as offertory gift bearers, with a suggestion being made at tonight's meeting about also encouraging singles and seniors to serve as these. Those interested should contact the ushers prior to Mass. Lastly, Council agreed that greeters should continue with their current duties and seek a coordinator to recruit and schedule gift bearers.

Council Members have been asked to wear their nametags and assist with greeting at the respective Masses which they will be attending on this coming Saturday/Sunday (9/8 and 9/9/12) – Council Members then stated which Mass they would most likely be attending this weekend. Each member is then encouraged to also wear his/her nametag at the Parish Picnic. It was especially noted that each Council Member should try to then talk with two people with whom they are not familiar. Following tonight’s meeting, Steve will show the location of these nametags (within an envelope in the Council’s mailbox near John Schlaman’s office). Kim Cernek is updating these nametags.

Parish Picnic (9/9/12): The picnic, sponsored by the Men’s Club, is a great way to meet fellow parishioners, and the proceeds help fund many parish projects. Larry Riebold headed up recent picnic volunteer sign-up efforts following the Sunday Masses for 2-3 prior weeks and should still be contacted in order to help fill a few remaining volunteer time slots. Council Members and Parish Staff should wear their new nametags at the picnic as part of their efforts to "mix and mingle."

Estate Planning Seminar (11/3/12 – 10 a.m.): This free seminar (approximately one-hour long) will be offered at SMMP by Huck Bouma Law Firm to parishioners and non-parishioners. SMMP does not endorse this particular law firm. However, such a seminar will highlight the basic need for estate planning, amending and updating wills, and also encouraging remembrance of SMMP in estate planning.

Autumn Dinner (11/3/12): The Men’s Club will again be sponsoring this dinner, with both couples and singles encouraged to attend.

Parish Leadership Workshop (1/12/13)

Parish Volunteer Appreciation Dinner (1/19/13)

Other: Council Members then signed up to lead opening/closing prayers, along with providing meeting refreshments, for the upcoming 2012-13 monthly meetings. They were also reminded to include their names on respective Commission and Ad Hoc Committee reports electronically submitted in advance, along with thoroughly checking spelling and grammar. These reports will then be included “just as submitted” with the final approved monthly meeting minutes, to be posted online onto the Council’s web page. Council Members also updated their contact list, especially for e-mail addresses and phone numbers. Lastly, Steve reported that Jim Krema has recently updated the current members’ list of names on the Council’s web page.

DISCERNING GOD’S CALL: PROVISIONS FOR THE JOURNEY: Tom Cordaro, Justice/Outreach Minister, led a lengthy discussion with Council Members about their responses to four articles sent in advance:

- ***Where Do We Live?*** (a one-page review of the history of this place we call home, along with some history of the Catholic Church in this area)
- ***Demographics for 60540.*** (a print-out from a website called “zipskinny,” containing great demographic information and comparisons with the U.S. and the entire state of Illinois).

- ***The Middle Class Lost Significant Financial Ground Over Last Decade*** by Philip Reese, *The Sacramento Bee*, 8/23/12 (an article from a California newspaper, referring to a national study by the Pew Research Center).
- ***What Is Our Social Location?*** (a two-page reflection examining some of the characteristics and values of those who live in “suburbia”).

In addition, Tom also requested that Council Members submit additional update articles and online links to him throughout the coming year as pertaining to these or similar topics. He will then compile and electronically distribute these to the Council.

ONE-ON-ONE ACTIVE LISTENING INTERVIEWS: [*Reading the Signs of the Times by Engaging the Personal Experiences of our Parishioners* was submitted electronically in advance by Tom Cordaro, a copy of which is shown hereto].

While noting many of these recent changes in our community, each Council and Parish Staff Member is requested to conduct a one-on-one “active listening” interview before September 20th in order to help read the signs of the times by engaging the personal experiences of our parishioners. These non-judgmental interviews should include the following questions:

- As you look into the near future, what are some of your greatest concerns for yourself and your family?
- What are the things that keep you up at night or trouble you about your life and the life of your family?
- What gives you hope about the future?
- What are the dreams you have for yourself and your family?

Interviewee selection should represent parish demographics in terms of diversity in age, gender, marital status, and length of time in the parish. Although teens or children will not be interviewed, “young adults” interviewees can range from 21-34 years, and “adult singles” can also include those widowed or divorced. While each written 1-2 paragraph interview summary should include demographic information, parishioner interviewees (while remaining confidential) should be identified as belonging to one of the following categories:

- “Direction Setters” (active volunteers and leaders);
- “Regular Travelers” (attendees/participants);
- “Occasional Travelers” (non-weekly, periodic attendees).

Tom will provide some suggested interviewee names upon request to avoid duplication of those interviewed two years ago. While face-to-face interviews are preferable, telephone interviews could also be done for this. Fr. Paul also noted that these interviews also function as an important “listening ministry.”

Although these interviews need to be completed within a short time period, Tom shared the importance of each Council Member's completing one interview and hopefully submitting a short (1-2 paragraph) summary to him by 9/20/12. He then outlined the following itinerary for subsequent Council meetings:

- share interview questions raised and find common interview threads, along with noting any trending changes since such interviews were conducted two years ago (for 10/2/12);
- identify available resources within the surrounding culture (for 11/6/12);
- search for faith-based wisdom with Biblical guidance (for 12/4/12);
- develop missional directives based on these trending needs (for 1/12/13 leadership workshop).

Following this, Council took a break from 8:25-8:35 p.m., enjoying refreshments provided by Steve Schroeder.

COMMISSION REPORTS:

Administration: Terry Wagner, Administration Commission Representative and Finance Committee, had electronically sent a draft copy of *Fiscal Year 2012 Annual Report* to the Council in advance for review and any further discussion at tonight's meeting, with this report now scheduled to appear in final form in the 9/9/12 parish bulletin. Council complimented Terry and the Finance Committee for such a well-written, detailed report.

Christian Worship (CWC): [*Christian Worship Commission Report, September 2012* was submitted electronically in advance by Gus Fischer, a copy of which is shown hereto].

No additional questions were posed about this report to Gus Fischer, CWC Representative.

Christian Education (CEC): [*Christian Education Commission -- September Report 9/2/12* was submitted electronically in advance by Kim Cernek, a copy of which is shown hereto].

Due to illness, Kim Cernek, CEC Representative, was unable to attend tonight's meeting. Council discussed current All Saints Catholic Academy's (ASCA's) current student enrollment of 607, while noting that only 40 of these students are from SMMP. [The 9/2/12 CEC Report was amended on 9/5/12, with ASCA Principal Dr. Sandy Renahan's recalculation showing that there are currently 82 students in attendance at ASCA from SMMP].

Christian Service (CSC): [*CSC Report for September, 2012* was submitted electronically in advance by Tom Cordaro, a copy of which is shown hereto].

No additional questions were posed to Divia Ludwig, CSC Representative. Tom Cordaro stated that a new group, Mothers of Young Children, will be holding its first meeting tomorrow night at SMMP. This group's information had not been submitted to be included in the September CSC Report.

AD HOC COMMITTEE FOR CHURCH LIGHTING: [*Lighting Project Summary – 9/4/12* was submitted electronically in advance by Terry Wagner, a copy of which is shown hereto].

Terry Wagner reported that, while the smaller church lighting sub-committee for fundraising (Deacon Ken Miles, Anne Lysaught, and Mary Beth Sanchez) has already started its work, the kick-off meeting for the large committee has not yet taken place. According to Terry, Anne Lysaught will be the project manager, coordinating meetings and "keeping everyone on track." Following RuckPate Architecture's returning from vacation shortly, RuckPate should have something (drawings and a model) to present soon from the Study Phase. Terry also stated that there should be more information forthcoming by the October Council meeting.

AD HOC COMMITTEE FOR FUNDRAISING: [*SMMP Fundraising Committee -- September Report, 9/4/12* was submitted electronically in advance by Steve Schroeder, a copy of which is shown hereto].

There was not further discussion about fundraising at tonight's meeting.

OTHER:

Fr. Paul reported that he had received a very generous contribution of \$1,000 from a non-parishioner family for a funeral Mass held earlier today.

Barbara Burkhardt will send out an article shortly about mental health first aid.

Larry Williams requested that e-mailed comments and discussions be sent directly to Tom Cordaro, who will then send out a summary of these to the Council, thereby decreasing the amount of e-mails.

FINAL "WHIP" AROUND: Comments included:

- "Well done. Got a lot done [and] on time."
- "A great start!"
- "Really good discussion."
- "Discussion was rich, and we were on time."

- "On time."
- "We're early!"
- "Congratulations, Steve."

CLOSING: Steve offered a closing prayer.

The meeting then concluded at 8:50 p.m.

The next Pastoral Council Meeting will be held on Tuesday, October 2nd in Room 8 (St. Margaret Mary Parish), starting at 7:00 p.m.

Respectfully submitted,

Marlyn Ligner Steury
Recording Secretary



One-on-One Active Listening Interview:

Reading the Signs of the Times by Engaging the Personal Experiences of our Parishioners

The Art of Active Listening:

Active listening is a process of putting oneself in another’s shoes. It means setting aside preconceived ideas, beliefs, ideologies and notions that we often use to sort people into groups. This means that active listening opens us to the possibility of being changed by the experience. It is more of an art than a science that we can only learn by doing.

Active Listening seeks to engage parishioners in a process of self-reflection. It is not primarily a means of collecting data or asking people’s opinions on issues. Unfortunately in our fast-paced lives, we don’t often set aside the time nor make the effort to engage in serious self-reflection. This means that for some parishioners this will be a very new experience. When it is done well, active Listening changes the speaker as well as the listener. It creates an opportunity for the speaker to come to a better self-understanding.

How to Do a One-on-One:

1. Making Contact & Setting up a Meeting:

- Be up front about the purpose of the meeting. This will help them do some thinking ahead of time about what they might want to share. The purpose of these interviews is to help our parish leadership better understand the challenges facing parishioners in order to better fulfill the mission of the parish. In your own words create a one-sentence description of the purpose of your meeting.

- Set a clear time limit for your interview. We suggest no more than 30 minutes. Knowing the parameters for the interview will put the parishioner at ease in accepting the invitation and it will allow you to move quickly to the heart of the matter.
- Be clear about confidentiality. Let them know that you will not be sharing their personal information with others; that you are only interested in identifying concerns and insights.
- It is best to meet with people in person. However, if that is not possible, a phone interview can suffice.

2. Conducting the Interview

- Make your interviewee comfortable. You want to be totally available to the person you are talking to. Don't spend a lot of time writing down their responses to your questions. Remember, we are not looking for data; you are not completing a survey nor sampling opinions on issues.
- Ask open-ended probing questions that take more than one or two words to answer. In order to have some continuity in our input from parishioners we recommend the following topics be covered: a) Identified Concerns & Worries about the Future, b) Identified Hopes & Dreams about the future. Some suggested phrasing of questions might include:
 - **As you look into the near future, what are some of your greatest concerns for yourself and your family?**
 - **What are the things that keep you up at night or trouble you about your life and the life of your family?**
 - **What gives you hope about the future?**
 - **What are the dreams you have for yourself and your family?**
- Keep the interview on track. Try to not let the conversation drift into a discussion of issues. This interview is not about what they like or do not like about the parish. The conversation is about the life of the people being interviewed.
- Take in more than their words. You want to be attentive to nonverbal communication. Be affirming whenever possible.
- Get feedback on what you hear. Take the time to repeat back to the interviewee what you heard them say. This affirms your attentiveness and it also gives them an opportunity to further clarify their own thoughts as well as dispel any misinterpretations you might have.
- End the meeting on time and thank them for taking the time to meet with you.

3. Immediately following the interview write down your impressions and important insights. You don't want to lose any of the impressions you got from the interview. There is no need to remember word for word replies from the person you interview. Remember that you are engaged in interpretive work here, not simply recording answers to set questions. You will be surprised at how much you do remember

when you are fully engaged in listening. Later you might even want to do some journaling about your experience during the interview.

4. Send a thank you note or make thank you call. It is important to make an attempt to reconnect with your interviewee.

5. Once all your interviews are over, write a one-page cover letter to include with your interview reports; note any commonalities as well as divergences in the interviews you completed. We are not looking for a transcript of the interview nor a detailed account of what was said. Again, this is an interpretive exercise.

PLEASE PLAN TO HAVE YOUR ONE-PAGE INTERVIEW REPORTS AND COVER LETTER COMPLETED AND TURNED IN BY SEPTEMBER 20.

- Submitted by Tom Cordaro

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Christian Worship Commission Report, September 2012

Altar Servers: No report at this time

Art and Environment: We purchased a new Funeral Pall and a new Silver Communion presentation bowl. We also made two new banners for this year's social campaign 2012-2013.

Baptism Assistants: All of the current Baptism greeters have agreed to remain for the 2012-2013 year. Baptisms have remained at their low levels during the summer.

Music Ministry: Practice for the Contemporary Choir began August 30th.

Practice starts for the Lumen Christi Choir on Sept. 5th.

John Schlaman attended the NPH (National Pastoral Musicians) during the last week in July - about 3500 attended from Catholic parishes in the US.

Eucharistic Ministers: There will be a training session for new EM's sometime this fall.

Lectors: No report at this time

Sacristan Ministry: No report at this time.

Linen Launderers: No report at this time.

Greeters: We will have some greeters at both entrances to the Church so they can do a better job of greeting all the people as they enter.

Liturgy development Meeting was held on 8/20/12. They were looking at some of the details of

Preparing: Kick off the school year Liturgy celebration on 9/8/12; the Parish

Social Mission Weekend of 9/29-30, and the Vatican 11 prayer service on 10/11.

All of our ministries are in need of additional volunteers.

-- Submitted by Gus Fischer

CSC Report for September, 2012

BEREAVEMENT MINISTRY: Our first Bereavement meeting will be held Wednesday, September 19th and I am so happy to announce we have 2 new Bereavement Ministers; they are Chris Corbett and Anne Lysaught. They have lots to add to this Ministry of connecting with our Parish families after a loss. We have had approximately 19 case's assigned out to our Bereavement team in the month of July and August and we will be preparing and getting ready for our Remembrance Mass which will be held this year, Thursday, December 6th.at 7:00PM.

BLOOD DRIVE: Our next blood drive will be on Saturday, September 22nd, from 7:30-11:30 AM. All who donate blood this time will receive a \$5 gift card from Walmart. Our blood drives are part of the Heartland Blood Center's program which provides blood and blood products to all of the hospitals in our area. Donors may sign up on-line, or by phone. They can also sign up in-person in the Narthex after Masses the weekend before the drive. Details are in the bulletin.

DAYBREAK HOSING MINISTRY: We had a busy summer. At the end of June our current guest graduated and our new guest, a single mom with 3 young children, moved in. We painted, cleaned the carpeting and the apartment, got new bedding and she moved in. In addition, we welcomed 3 new mentors to our committee who will be in charge of our new family, and retained 2 former mentors to advise the ministry on issues that come up. Some of the former mentors will also fill in when a new mentor is unavailable to attend a meeting with our guest. In August, the oldest of our guest's children began kindergarten in our Naperville 203 school district and she was able to attend the Back to School Fair which provides assistance to school children that is run by Catholic Charities.

MENS CLUB: The club held their monthly meeting on Tuesday 8/21 in the parish center with 67 attendees. We conducted our normal business agenda, highlighted by a report from Mark Sargent about plans for the 9/9 parish picnic. Agenda included reports from commissions and committees (Membership, Fund raising,

Charitable, PADS, Daybreak, Social, and Spiritual) We welcomed 2 new members and announced plans for a 9/17 golf outing. After a brief plea from Men's Club President Keith Brown for volunteers to help in picnic setup and day of picnic help the meeting was adjourned.

PEACE & JUSTICE ADVISORY WORKING GROUP: Plans are being made for our first parish social mission week, Sept. 29 – Oct.6th. The theme will be “Living in the Light: Overcoming Greed with Justice.” In addition in the run up to the elections we will be publishing a series of resources related to the bishops’ statement, Faithful Citizenship. Our Earth Care Sub-Committee is making plans for the coming year, including publishing Earth Care tips in the bulletin along with quotes from Catholic Social Teaching. In addition we will be organizing an electronics recycling day again this year.

SEPTEMBER CLUB: On Wednesday August 1, 2012, 42 members and guests gathered together in the Upper Room for an old Fashioned Ice Cream Social. Attendees were treated to various ice cream flavors and toppings in addition to cakes and cookies. As is the monthly custom, August birthdays and anniversaries were recognized and members were asked to remember those members who are ill in their prayers. The featured speaker was Stephen Richards (son-in-law of Norb and Theresa Crowe). Stephen is an attorney who has spent the last five or so years researching and writing a book, a true story about a German family, specifically two brothers during the time of the holocaust in Hitler’s Germany. It truly is a remarkable tale of survival. More information is available at: <http://sittingontopoftheworldbook.com>

SCOUTS: Troop 507 assisted SMMP with the clean-up and stowing of items on the day of the annual garage sale. Troop 507 will also be enlisting the help of the scouts at the SMMP picnic coming up in September.

SHARING PARISH: The Mega Garage Sale held on August 3-4 raised approximately \$13,000 for the Scholarship Fund with every aspect of the sale proceeding smoothly. The whole week was really a great cooperative parish effort. Charities receiving leftovers from the sale included St. Vincent de Paul Society, Wayside Cross Mission, The Habitat for Humanity Resale Store, Sharing Connection, and a library near Pittsburgh. The Cream of the Crop Craft Fair will be held from 9am to 3pm on Saturday, October 6 in the Parish Center. Tamale sales will resume soon.

-- Submitted by Tom Cordaro

Christian Education Commission
September Report
Submitted by Kim Cernek
9/2/12

Religious Education for Preschool through Grade Five

- Classes for preschool through fifth grade begin on September 8 with one catechist per class assigned. Sue Davey, Director of Religious Education, would like to recruit 13 additional volunteers so that classes are taught in pairs.
- Catechist orientation for preschool through fifth grade held on Saturday, August 25 and attended by approximately 55 catechists who concentrated on the theme *Keeping Prayer in Our Busy Lives*.

- Liturgy of the Word resumes the weekend of September 8/9.
- Deacon Ken Miles will bless catechists on Catechetical Sunday, September 16.
- The Feast of St. Francis will be celebrated on September 29 with a blessing of the animals.

Youth Ministry

- Dan Lawler began his work as St. Margaret Mary’s new Director of Youth Ministry on July 2.
- Catechists for the junior high and high school programs met on August 29 and 30 and will reconvene on September 5 and 6 to discuss the new curriculum.
- Information about the junior high and high school summer retreats has been posted in the bulletin.

Adult Faith Formation

- The parish theme for 2012–2012 is *You Are Light to the World*.
- Programs for adults and families have been published in a pamphlet and include: Bible Study, Book Study, *Business Breakfasts*, *Morning/Evening Enrichment*, Reflection Days, Retreats, *Table for Two*, Spiritual Direction, and *Threads*.

All Saints Catholic Academy

- 607 students are enrolled to date at ASCA, an increase of 72 from the last school year. 82 students from SMMP attend.
- ASCA will participate in a Diocesan devotion to the Blessed Mother this year. Last year the Sacred Heart of Jesus was observed.
- Staff will participate in a two-day catechetical inservice sponsored by the Cardinal Newman Institute in October.

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SMMP Fundraising Committee
September Report
Submitted by Steve Schroeder
9/4/12

New Fundraising Initiative/current status:

- Baseball game at Illinois Benedictine on Saturday July 7th was lightly attended by parishioners. A total of \$195 was collected. Thank you to Larry Williams and all of those who worked on this event. .
- Summer Concert by SMMP Choir; Ravinia-style on Saturday July 14th was well attended with over 200 attendees. Very positive feedback was received with several attendees asked about making this a regular event. Thank you to SMMP Choir, Men’s Club and all those who worked on this event.

- Estate planning seminar set for Saturday, November 3rd at 10AM. Experienced Estate Planning lawyer, Andrea Skiera of Huck Bouma will give a free and informative seminar on Estate Planning, Wills, Bequest, etc. The presentation will be at SMMP and approximately 45 minutes to 1 hour, plus time for questions. Room assignment pending.

Future fundraising under consideration:

- Christmas Tree Sponsor
- Chili-bake off
- Teen or Junior High or Elementary Pizza, pop and movie night

Recommendations for Parish Council to approve:

- None at this time.

