

St. Margaret Mary Parish, Naperville, IL
Pastoral Council Minutes
December 9, 2014

Members Participating: Cabrina Attal, Tom Cordaro, Neil Gorman, Fr. Paul Hottinger, Victoria Kosirog, Mike Newell, Janene Parisi, Phil Samuels, Tom Zakosek, Barb Zdon
Members Absent: Marian Stricker

Council President Barb Zdon called the meeting to order at 7:00 p.m. in the Upper Room at SMMP. Cabrina Attal offered an opening prayer.

APPROVAL OF NOVEMBER 2014 MEETING MINUTES:

Council approved the meeting minutes from November 4, 2014, with Phil Samuels moving, Neil Gorman seconding, and the Council approving these. The minutes, along with Commission reports, will now be posted onto the Council's online web page.

GENERAL BUSINESS:

Update on Parish Volunteer Appreciation Dinner (1/17/15): Mike Newell, Co-Chairman with Neil Gorman, reported that "good progress" is being made on the upcoming Parish Volunteer Appreciation Dinner. Due to the current health care problems of Men's Club member Roy Taylor, Roy will no longer be preparing the food for this event; and so four local caterers have recently been contacted instead. Mike has already received two of the four bids (from Angeli's and Belgio's) and noted that they are very comparable in price (approximately \$2,400 for 200 attendees, within this event's budget). He then reviewed the suggested catering menu from Angeli's, in which he and Council expressed interest. Barb Zdon (one of last year's Appreciation Dinner co-coordinators) also noted that the parish has a plentiful supply of serve ware for the event and that no additional paper items need to be ordered.

The Appreciation Dinner's theme will be "Night in Italy." Tom Cordaro will do some additional work on the full-page information sheet for the parish bulletin, with responses requested by 1/05/14. Although bruschetta will be included as a catered menu item, Council expressed interest in requesting optional provision of appetizers and desserts by parishioner attendees. Victoria Kosirog agreed to coordinate the sign-up for these additional food items.

Council members signed up tonight to volunteer for some specific tasks for this event, especially including decorating and kitchen help (washing). All members are requested to assist with set-up and clean-up. Dan Lawler, Director of Youth Ministry, was contacted about obtaining some teen help. Arrangements have also been made with Brian Pelz, Contemporary Choir Director, for music entertainment by *Off the Rails*.

Update on Nominations Committee: Victoria Kosirog, Nominations Committee Co-Chair with Phil Samuels, reported that they are working well within the suggested

timetable for this year's nominations process (to fill the two At-Large representative positions on Council for those being vacated in June 2015).

She noted that, according to the Pastoral Council's Constitution (10/2008) posted on the Council's web page, representatives need to have "attained the age of 16." According to another document, an At-Large Youth Representative needs to be 16-20 years old and can serve on Council for a one-year term. This youth representative would be in addition to the six adult At-Large Representatives (two members per successive three-year term).

Update on Boy Scout Troop 507 Trailer: Although Council was in agreement at last month's meeting that Boy Scout Troop 507 [sponsored by SMMP] could obtain a second supply trailer and store this in the southeast church parking lot, Council requested information about the trailers' insurance coverage. According to Barb Zdon and Parish Business Manager Mike Prus, the scouts do not carry insurance for their trailer. However, Fr. Paul verified that the diocese carries insurance for SMMP and thus also insures the trailer, which is considered property of SMMP.

DISCERNMENT WORK FOR CYCLE 1: Tom Cordaro, Justice/Outreach Minister, led Council in an hour-long discussion, as they continued to discern about what our faith tradition has to say about the signs of the times, as discerned by interviews with our parishioners. Tom reviewed the steps which Council and Parish Leadership Staff have undertaken during these past four months, including:

- Interviewing parishioners, especially occasional travelers, on a one-on-one "active listening" basis
- Reading the signs of the times from these interviews and noting the "common thread" issues and concerns raised through these
- Examining our own Faith Traditions to help interpret the signs of the times, using available cultural resources

In preparation for tonight's discernment discussion, Council members read and studied the following resources and used some suggested reflection questions about them. Although Parish Leadership Staff has already met, they have also read and studied the same suggested resources and held similar discussions about these:

- *Believers Beyond the Church: How the 'Spiritual Not Religious' Gospel Has Spread* (November 9, 2012 – reprinted with permission from Religious Dispatches by Matthew S. Hedstrom)
- *The Joy of the Gospel* (excerpted Apostolic Exhortation of *Evangelii Gaudium* by Pope Francis)
- *God Has No Grandchildren* (Chapter 1 of Sherry Weddell's *Forming Intentional Disciples: The Path to Knowing and Following Jesus*)
- *Nine Things That Make Us Catholic* (*Catholic Update*, St. Anthony Messenger Press, September 2004)

Both Council and Parish Staff Leadership had helped identify what basics were important and how the readings helped them interpret the signs of the times. At tonight's meeting, Council identified themes and insights from these readings.

Included in tonight's discussion were questions posed to our Faith Tradition, including:

- Who do we say Jesus is?
- Who do we say we are?
- How do we foster community?
- How do we speak to spiritual seekers?
- In what practices – personal, communal, and social – are Christian Communities being called by God in this time and in this place?
- What should we do?

For next month's discernment, Council will attempt to learn more from our Faith Tradition, including finding particular guiding parables (especially from the Gospel of Mark or Luke), in order to better interpret the signs of the times in which we live. Although Parish Leadership Staff will meet separately for this in January, both Council and Parish Leadership Staff will come together on Saturday, February 7th (9:00 am.- 3:00 p.m.) for the Winter Leadership Community Gathering. They will plan parish missional directives at this, as based on Cycle 1 discernment.

Following this, Council took a break from 8:35-8:50 p.m., enjoying refreshments provided by Cabrina Attal.

WORLD PEACE DAY (1/01/15): Having sent information in advance for Council's review, Tom Cordaro requested that Council affirm SMMP's being a co-sponsor of the upcoming World Peace Day Inter-Faith Prayer Service on 1/01/15. This will be held at Wentz Hall (North Central College, Naperville) from 2:30-4:00 p.m., with Tom Cordaro being the keynote speaker. This will also be the tenth anniversary of the annual World Peace Day, and all are welcome to attend.

Council affirmed St. Margaret Mary Parish's being a co-sponsor of the World Peace Day Inter-Faith Prayer Service on 1/01/15 at Wentz Hall, Naperville.

Information about World Peace Day will be included in the parish bulletin shortly.

COMMISSION REPORTS:

Administration: [No report received].

Fr. Paul responded to questions recently posed by Council about why ParishPay contributors still receive contribution envelopes by mail on a quarterly basis; what are the mailing costs per household for these; and what guidelines are used to stop these

mailings. He noted that parishioners can call the Parish Office to request their being removed from quarterly envelope mailings. By doing so, however, special individual envelopes cannot then be requested for mailing to them. A notice about this will be put in the parish bulletin shortly.

Fr. Paul noted that the average parishioner household makes a minimum of two contributions per year with envelopes, offsetting the cost of these and their mailings; and that approximately 400-500 of the mailed envelopes are used each week for contributions. Although the annual cost of envelope packet mailings per registered parishioner household is still to be determined, 2,300-2,700 registered parishioner households receive mailed envelope packets. Whenever an envelope packet mailing is returned to the Parish Office due to a registered parishioner's having moved, the parishioner family is then removed from the mailing lists.

Neil Gorman, At-Large Council Representative and current Men's Club President, expressed concern about the condition of the new stove (recently purchased for approximately \$6,000 by the Men's Club) and refrigerator in the Parish Center. He noted that the stove is frequently not being properly cleaned, and there is residue on it from a melted plastic container that was left atop the stovetop. Tom Cordaro will post a notice requesting that its users clean it up satisfactorily, with information to also be provided about the location of appropriate cleaning supplies. Tom stated that the policies and procedures have been recently updated regarding the use of the parish kitchens, refrigerators and freezer. [See *CSC Report: December 2014*].

Christian Worship (CWC): [Report for December 2014 -- Christian Worship Commission was electronically submitted by Tom Zakosek in advance, a copy of which is shown hereto].

According to CWC Representative Tom Zakosek, John Schlaman (Music Director) reported how very busy he currently is with this season's music preparation. Deacon Ken Miles reported that the baptism program is going very well.

Christian Education (CEC): [CEC Ministry Reports for November 2014 was electronically submitted by Janene Parisi in advance, a copy of which is shown hereto].

Janene Parisi, CEC Representative, stated that the mid-year evaluations of the new Quest Program's format are showing very favorable reviews from freshmen parents/participants, while approximately half of the sophomore parents/participants like this. According to Dan Lawler, Director of Youth Ministry, there will be some ongoing tweaking for this new program. Meanwhile, Janene shared thoughts about how impressed she is with Dan Lawler, especially noting his transparency and thoughtful listening to teens as well as their parents. Any Quest Program timing changes, though, might not be in place until June or July 2015.

Cabrina Attal, who had attended the recent Mental Health Ministry's "Ending the Silence 101" panel presentation event, reported that there were 8-10 youth and 10-15 adults

attendees at this. She felt that the panel presentation was excellent and that the discussion was even better.

Christian Service (CSC): [CSC Report: December, 2014 was electronically sent by Tom Cordaro in advance, a copy of which is shown hereto].

According to Tom Cordaro, the new policies and procedures about parish kitchen use are included within this month's CSC report. There was some further discussion tonight about the designated food storage areas in the refrigerator, especially for PADS and Comfort Care. Neil Gorman noted that the Men's Club sometimes also needs the refrigerator once per month. Tom noted that these policies and procedures are adaptable and can be changed as needed.

CLOSING PRAYER: Cabrina Attal offered the closing prayer.

Following this, the meeting ended at 9:10 p.m.

The next meeting will be held in the Upper Room at St. Margaret Mary on Tuesday, January 6th, starting at 7:00 p.m.

January Opening/Closing Prayer: Phil Samuels

January Refreshments: Phil Samuels

Respectfully submitted,

Marlyn Ligner Steury
Recording Secretary



Report for December 2014 Christian Worship Commission

Terry Wagner

Lectors very busy this Advent & Christmas season, and have been graciously signing up for all the extra masses and events during this busy time.

Barb Ryan

EMs

Gearing up for Christmas Masses, but really nothing new to report. (sign-up sheets for Christmas Masses will be out soon in the library)

Sacristans

Two new sacristans have been trained and are currently serving at the 5pm Saturday Mass. We could use a few more sacristans for Sunday Masses, especially with the 10:45/12:15 Masses. Currently encountering an occasional problem in which no one cleans up after the 12:15 Mass. Will be working to resolve this issue.

John Schlaman Music

Getting ready for Christmas.

Immaculate Conception
Taize service last eve...

Gus Fischer Greeters

We have started our sign up to ensure that we have all Masses for both Christmas and New Years covered.

The First Aid Kit has been installed in the library and has been adjusted so it can be removed from the wall in case of an emergency

Mary Lou Krauss

Environment is busy getting ready for Taize on Sun, 12/7 at 5:30. We hope to see you there, it's a wonderful experience. Also the reconciliation service on Sun, 12/14 at 5:00. And of course we are preparing for Christmas. We will be putting everything up on Sun, 12/21. We will start at 12:30 with lunch. We need help and hope you are available. Please keep these dates on your calendar.

Deacon Ken Miles Liturgy

John Schlaman and I worked on the sung Penitential Act for Advent and will have a different song for the Christmas season.

Planning for Advent and Christmas Seasons

1. Choir/Cantor will do the Penitential Act Acclamations and Kyrie during Advent and Christmas seasons
2. Sung response to the Intercessions will be "Lord, hear our prayer"
3. The large Gospel book will be processed in and placed on altar
 1. Advent: Gospel procession from altar directly to ambo
 2. Christmas: Gospel procession from altar to floor by choir, around the front, and up from the floor to ambo on baptismal font side
 3. Lectors put Lectionary under ambo on shelf after 2nd Reading.
4. Advent wreath will be lit on Sundays, changed to white for Christmas
5. Nicene Creed will be done through Advent and Christmas seasons.
6. Need greeters for all Christmas/New Years Masses.

Christmas and New Years

Christmas Eve Masses

4 PM in Parish Center, 4 bread and 4 cup stations

4 PM in Church, 6 bread and 6 cup stations

6 PM in Church, Children's Mass, 6 bread and 6 cup stations

10:30 PM in Church, Midnight Mass, 6 cup and 6 bread stations

Christmas Day

9 AM in Church, like usual

10:45 AM in Church, like usual

12:15 PM in Church, 6 bread and 6 cup stations

New Year's Eve

5 PM, 5 bread and 5 cup stations

New Year's Day

9 AM, 5 bread and 5 cup stations

10:45 AM, 5 bread and 5 cup stations

-- Submitted by Tom Zakosek

CEC Ministry Reports for November 2014

PreK–Grade 5: Sue Davey

Approximately 50 children attended the First Reconciliation retreat. The second parent/child meetings were on November 11th and 12th. First Reconciliation is scheduled for December 2 and 3. There will be 82 children participating in the sacrament.

On November 22nd we had a Children's Mass at the 5:00 Mass. Participation was open to children in 1st to 5th grade. Approximately 18 children participated. Julie Carballo coordinated the Mass.

During the week of November 15th to the 19th, we held our Catechist Open House. Punch and cookies were available to catechists and their children while they reviewed some of the activities available for classes during Advent. We will have a wreath lighting service at the end of every class. The 4th graders are making ornaments for our Jesse Tree in the parish foyer/library.

Our almsgiving project for Advent is Operation Smile which provides free surgeries to repair cleft lip, cleft palate and other facial deformities for children around the globe. Following a donation, children will be given an ornament to be hung on our R.E. tree in the Parish Center.

Plans for the Children's Christmas Eve 6:00 Mass choir were cancelled due to low registration. However, registration information has gone out for children in grades K-2 to be angels and shepherds and grades 3-5 to be readers or costumed Mary, Joseph, Star Angel and Magi.

Youth Ministry: Dan Lawler

The Peer Ministry Retreat was a great opportunity for our young leaders to better know themselves and God. There was a great spirit of collegiality and enthusiasm for prayer. They were much better prepared to help lead the freshmen.

Based on evaluations from the freshmen, leaders, peer ministers, and anecdotal stories, the Freshman Retreat seemed to be a huge success. The peer ministry leaders skillfully blended sharing their faith stories, prayer, relationship building activities, and small group discussions. We did evaluate after the retreat and have some great ideas to make it even better next year.

We collected over 15,000 pounds of food during Harvest Sunday for Loaves & Fishes and Marie Wilkinson Foundation Food Pantries thanks to the help of our families and parish. We will have to do some more preparation work next year to ensure that all volunteers are familiar with the procedures of collecting food.

The presentation with Mental Health ministry and NAMI were very well received. We had about 8-10 youth participants and about 10-15 adults. I have not heard any feedback from the youth but the adults were extremely engaged in the discussion.

Adult Faith Formation: Sr. Madelyn Gould

Bible Study: All is going well. First semester study of the Pentateuch is completed. Second semester will begin January 6, 2015. Participants are painting the praises of leader, David Schimmel.

Book Study: The book for November discussion is ALL IS QUIET ON THE WESTERN FRONT by Erick Marie Remarque. Attendance at this facet of Continuing Education is 12-15.

Business Breakfasts: 24 were out to hear Frank Bucaro speak about Ethics Beyond Legality on Nov. 15th. In January, Al Gustafson will give a presentation titled "Cell Phone Face Down." Don't miss the descriptive paragraph in the bulletin beginning Dec. 14th!

Evening Enrichment/Morning Enrichment: Sixty people were out to hear Fr. Paul, Chris Corbett and Patty Curran speak about Advent and Cultivating Stillness in the Season of Advent. On Dec. 10th the Morning Enrichment Committee will conduct an Advent Morning of Reflection..."Come to the Stable." Forty-Five came to hear Tom Cordaro's excellent presentation on "All Are Welcome? Seeking to Love Without Distinction." Reviews were excellent!

Retreats: Nine men attend the CRHP retreat in November. These fellows have begun the follow-up sessions and hope to put on a retreat next November. Special thanks to all the Presenting Team for sharing their gifts in conducting the 2014 retreat. Eleven women are

preparing for the January CRHP retreat. At present there are ten who have registered. As for the annual At-Home retreat, 23 participated...7 new people. The Ignatian retreat, to begin on Jan. 26th is filled with 7 on the wait list.

Parish Mission: Publicity has begun for the January 18-20 Mission. Fr. Tom McCarthy will be the presenter: What Does It Mean To Be Catholic Today. Fr. JohnPaul Cafiero, OFM is booked for 2016 and Fr. Albert Hases, OFM is booked for 2017.

Spiritual Direction: I am presently seeing 20 directees.

R.C.I.A.: Four attended a special service at the Cathedral on Nov. 23rd. These four (two to be baptized) are looking forward to reception into the Church at Easter.

Mental Health and Wellness: Jen Curtin

MHWM had its first event "Ending the Silence 101" on 11/24 in the Parish Center. We hosted a moderately sized group of very engaged people from our church and got some wonderful feedback about the ministry! It was a great success thanks to our devoted Ministry team and Dan Lawler, for hosting the event. We will be discussing replaying the event in the spring as well.

We are beginning to plan our proposed 2015-2016 activities in preparation for the upcoming Parish year.

We have made updates to the SMMP website and are working on additions to the weekly bulletins to help educate the parish on Mental Health and Wellness Issues.

We are planning a spring walk and talk group for people looking for exercise and a way to talk through stressors in a faith-welcome environment

We are always looking to expand our ministry! Will continue to place ads in the bulletin in hopes of finding others called to serve in this way.

All Saints Catholic Academy: Dr. Sandy Renehan

Students will sing Christmas carols on Dec. 10th at the Spring Meadows Retirement Community.

The Pre-school children are doing a steward project by helping a local animal shelter and vet by collecting old newspapers, wine corks (for the bunnies and birds to gnaw) and unopened animal food/treats. The project will go on until the end of the school year.

Catholic Education Week will be Jan. 25-31. SMMP Religious Education, SMMP Youth Ministry and All Saints students will participate in the 10:45 mass on Sunday, January 25th to celebrate the beginning of the nationally recognized Catholic Education Week.

A Dinner Dance Auction fundraiser will be held Saturday, March 14, 2015.

---Submitted by Janene Parisi

CSC Report: December, 2014

Work has been completed on updating our policies and procedures regarding the use of our parish kitchens, refrigerators and freezer. (see end of this report).

BEREAVEMENT MINISTRY: We had our meeting Wed. Nov. 19th and we made final preparations for our Annual Remembrance Mass to be held, Thursday, December 11th. This year, Quest will be making “dove” ornaments with the loved ones name on the front with a prayer and they will be signing the back and keeping that person in their prayers that evening. We had 3 new case assignments.

BOY SCOUTS: Troop 507 Boy Scouts participated in the color guard for the Veterans’ Day Services.

CHARITABLE CONTRIBUTIONS COMMITTEE: We had our November meeting on Tuesday evening (11/11/2014). Following is a list of the organizations we have funded to date: Will County Center for Community Concerns, House of the Good Shepherd, UCP Seguin of Greater Chicago, Sharing Connection, Senior Home Sharing, Mujeres Latinas en Accion, Teen Parent Connection, Northern Illinois Food Bank, Aid for Women, The Bridge Teen Center, and Samaritan Interfaith. Our budget from P.C. for this fiscal year is \$42,150; we now have \$16,150 left with several more requests to be evaluated.

COMFORT CARE: There have been no funeral luncheons this month. The committee will be providing cookies and punch for the Mass of remembrance on Thursday, December 11th.

KNIGHTS OF COLUMBUS: The SMM Knights of Columbus Council met on 11/21 to discuss our financial set up and organize officer duties for our first year. We plan to assist All Saints Catholic Academy in the Knights of Columbus "Keeping Christ in Christmas" poster contest during advent. As stated before, we would be pleased to offer our help to other CSC activities within the parish.

MEN’S CLUB: The November men’s club meeting was held on November 18th. We had 79 members in attendance. This marks the fourth month in a row in which we have had over 75 members at our meetings.

We hope this growth in the club will continue throughout the year. November 1st marked the beginning of our new fiscal year. Our goal each year is to clear all the bills from the picnic and to bring our carry over funds to less than \$500.00. While this was not our best year we did bring in sufficient income to support our goals for the 2014-2015 year. We continue to be blessed with the support we receive from our parishioners with the purchase of raffle tickets and attendance at the picnic. Significant plans for this year are parish projects to improve the trash receptacle and recycling area. We will prioritize our April in Parish project depending on the number of families that request assistance. Typically we help 2-4 parishioners, generally senior's, who need home repairs and yard work. Based on past years spend, we have budgeted significant funds to complete this work. I am happy to report that charitable contributions have been increased slightly. We are continuing our ratio of 60% of our funds being spent on service and charitable.

On January 10th we will again be working at Loaves and Fishes distributing food.

NURSERY: Here are November's #'s: 11/2/2014: 9am: 3 kids, 2 families & 10:45am: 1 kid, 1 family. 11/9/2014: 9am: 2 kids, 1 family & 10:45am: none. 11/16/2014: 9am: 4 kids, 2 families & 10:45am: none. 11/23/2014 9am: 4 kids, 3 families & 10:45am: 4 kids, 3 families.

PEACE & JUSTICE ADVISORY WORKING GROUP: In November we had our parish social mission week that focused on the issue of raising the minimum wage. Slightly more than 200 postcards were signed and sent to our state senators urging them to raise the wage. **EARTH CARE:** Collection boxes were put out for our Christmas light recycling program.

PRO-L.I.F.E. COMMITTEE: Baby bottle fundraiser for benefit of Women's Choice Services. Date not yet established but I hope to have it the fund raiser finished before Ash Wednesday.

SEPTEMBER CLUB: On Wednesday, November 5, 2014, 35 members enjoyed turkey & all the trimmings at Quincy's Restaurant. Father Tom led us in prayer. Members were asked to remember those members who are ill in their prayers. November birthdays and anniversaries were recognized. In December we will meet in the Parish Center for our annual Christmas celebration with musical entertainment. Details will be in the upcoming bulletin.

SHARING PARISH: Turkeys and food gift cards for Thanksgiving have been distributed at Sacred Heart, St. Nicholas, and SMMP Parishes.

ST. VINCENT DE PAUL: We were actually a little slow the last month. I was also talking to someone who works with Pads and they were slow, so that may be a good sign! Another encouraging sign: 4 of the people we helped just needed a little help because of an illness or had recently started back to work we helped 5 individuals / families 2 with utilities, 2 with rent and one with a car payment so they could get to work.

POLICY FOR USE OF PARISH KITCHEN & KITCHENETTE

October, 2014

We are blessed to have a parish where hospitality includes making food and drinks available to all who take part in our parish programs and outreach efforts. To facilitate this ministry of hospitality we have our main kitchen adjacent to the parish center and a smaller kitchenette in the Upper Room. To accommodate all of our hospitality ministry needs we ask that the following procedures be adopted by all parish groups and ministries:

1. USE OF REFRIGERATORS & FREEZER: All groups are welcome to use the refrigerators in the kitchen and kitchenette.

- You are welcome to store items 24 hours in advance of your event provided that your items are clearly marked with the name of your group/committee/ministry and the date.
- Because of limited space we ask that you take all items from the refrigerator within 48 hours of your event. Do not leave items in the refrigerator or freezer unless prior permission is given. All unaccountable items will be discarded.
- Our PADS Ministry has reserved the left side of the kitchen refrigerator for its on-going ministry. Please do not store items on that side of the refrigerator or take items from that side.

2. STORAGE SPACE: Please do not store food in any of the storage areas or cabinets in the kitchen or kitchenette. (Left over coffee condiments can be stored with the parish supplies.) Other items like personally owned pots, pans, serving trays, utensils and silverware should not be stored in the kitchen and kitchenette. The parish cannot be responsible for any personal items left in these areas.

3. DISPOSABLE DINNERWARE & PLASTICWARE: Our parish provides disposable plates, cups and silverware for your use. Our kitchen and kitchenette also has a supply of ceramic coffee mugs for you to use. If you decide to bring your own disposable plates, cups and silverware, please use paper or recyclable plastic items and avoid "styrofoam" whenever possible. If you do bring styrofoam products please take any leftover items home with you. We want our parish to be a styrofoam-free facility.

4. CLEANING: Please remember to clean all counter surfaces and tables. Please wash, dry and put away all coffee mugs, pots, pans, coffeemaker, utensils and other items. Leave the area clean for the next group to use. If additional cleaning supplies or dishtowels are needed, please inform our parish Business Manager Mike Prus at the parish office.

-- Submitted by Tom Cordaro
