

**St. Margaret Mary Parish, Naperville, IL**  
**Pastoral Council Minutes**  
**January 6, 2015**

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

**Members Absent:** None

Council President Barb Zdon called the meeting to order at 7:03 p.m. in the Upper Room at SMMP. Phil Samuels offered an opening prayer.

**APPROVAL OF DECEMBER 2014 MEETING MINUTES:**

Neil Gorman moved that the minutes from December 2, 2014, be approved, with a request to amend the statistics about contribution envelopes. Phil Samuels then moved, Cabrina Attal seconded, and **Council approved the meeting minutes from December 2, 2014, as amended.** The amended 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, provided hardcopies about duties and assignments and reviewed these with Council. Mike reported that event plans "are in good shape" and that Angeli's will be the caterer. The Italian dinner menu will include: bruschetta (as an appetizer); house salad; chicken piccata; rigatoni with vodka cream sauce; mostaccioli marinara; and bread and butter. Victoria Kosirog will contact parishioner attendees, who have optionally volunteered to provide appetizers and desserts for this dinner. Tom Cordaro will provide her with their names and contact information, along with providing attendees' name to Marlyn Steury for nametags.

According to Tom Cordaro, the Parish Office has received 151 dinner reservations as of this afternoon, with 1/6/14 listed as the response deadline in the parish bulletin. It was noted, however, that many Council members have not yet submitted their reservations but need to do so. Neil will follow up with the musicians/performers from *Off the Rails*, requesting that they also submit their dinner reservations. Cabrina Attal noted that the catechists had received the wrong dinner reservation deadline date of 1/12/15; and Barb Zdon added that Pastoral Care ministry had not received any specific invitation. Fr. Paul recommended that 180-200 should be given in the final dinner count [factoring in a percentage for the "no show's"].

Barb, heading Decorations and Logistics for this year's dinner, requested that Council bring their white Christmas lights and a few ladders to help decorate the Parish Center. She will also contact former Council President Barbara Burkhardt about borrowing some table decorations from her personal collection. Council Members are asked to assist with decorations and set-up on 1/16/14, starting at 6:30 p.m. (although Barb will be

there with Neil, starting at 5:00 p.m.). Mike Newell will submit a floor plan diagram to Mike Prus for table and chairs, which the Parish Maintenance will set up. That band's stage set-up (including equipment) will also start on 1/16/15 at 6:30 p.m.

Neil will contact Parish Bookkeeper Pat Henke in advance with a request for her to cut checks needed for this dinner event (for caterer and gratuity to the band). Cabrina Attal was consulted about the after-care and cleaning of the parish's white tablecloths.

**Update on Nominations Committee:** Barb Zdon requested that Victoria Kosirog, Nomination Committee Co-Chair with Phil Samuels, table the discussion about an At-Large Youth Representative on Council until the 2/3/15 meeting.

**DISCERNMENT WORK FOR "YEAR ONE" OF OUR DISCERNMENT CYCLE:** Tom Cordaro, Justice/Outreach Minister, led Council in an hour-long discussion, examining our faith tradition in light of the signs of the time. Council and Parish Leadership Staff have been studying these monthly since September 2014, as part of their discernment process. Earlier today, Tom had also led the Parish Leadership Staff in a discussion, which was similar to the one held tonight with Council.

In preparation for the 1/6/15 discernment discussion, Council and Parish Leadership Staff were assigned the following readings in advance:

- The entire Gospel of Luke or the entire Gospel of Mark
- Excerpted section of Pope Paul VI's Apostolic Exhortation *Evangelii Nuntiandi* (*On Evangelization in the Modern World*)
- *Our Hearts Were Burning Within Us: A Pastoral Plan for Adult Faith Formation in the U.S.* (statement of the U.S. Catholic Bishops, 1999)

As part of tonight's discussion, Council reviewed Pope Paul VI's steps of evangelization, also noting their continuing relevancy to today. These include:

- Interiorly changing, with renewal by Baptism and by lives lived according to the Gospel
- Accepting and embracing the Gospel message
- Proclaiming the Gospel by witness
- Providing not only witness but also its explanation and justification (having "your answer for ready for people who ask you the reason for the hope that you all have," with "a clear and unequivocal proclamation of the Lord Jesus.")
- Going forth to evangelize others, truly listening for "teachable moments"

Council then shared insights, relating to Gospel stories, parables, and teachings, which best described where our parish is and where God might be calling us.

Tom Cordaro stated that he will type up and compile the list of insights which Council had shared tonight, along with the list generated earlier in the day by Parish Leadership Staff. He will then send out the draft of these lists to both groups shortly. These insights will be used by both groups when they convene at the upcoming Winter Parish Leadership Gathering on 2/7/15. They will then be working together, building upon a

process, which both groups had started in September 2014, in helping determine parish missional directives for the next two years.

**Winter Leadership Gathering (2/7/15):** Council and Parish Leadership Staff will meet at SMMP on 2/7/15 from 9 a.m.-3 p.m. Barb Zdon also invited all attendees to optionally attend 8:15 a.m. Mass immediately prior to this gathering. Neil Gorman volunteered to provide a continental breakfast from Panera to start off this Leadership Gathering Day.

Following this, Council took a break from 8:30-8:45 p.m., enjoying refreshments provided by Phil Samuels. Phil was thanked for providing these.

### **COMMISSION REPORTS:**

**Administration Commission:** [*St. Margaret Mary Parish Administration Commission – Minutes of Wednesday, December 10, 2014 was electronically by Mike Prus in advance, a copy of which is shown hereto*].

Barb Zdon reported that she received a recent letter from Sue Schroeder, Finance Committee Head, outlining the parish budget process to be followed by Council and the Commissions, working with the Finance Committee, for 2015-16. Tom Cordaro then also briefly reviewed the monthly steps needed for this upcoming process, culminating with submission of the final approved budget to the diocese by 6/1/15. At next month's Council meeting, Sue Schroeder will present the Finance Committee's preliminary budget ideas to Council, after which Council will give their budget recommendations to each of the Commissions.

Neil Gorman reported about his having attended the Administration Commission's meeting on 12/10/14, representing Council at this in an effort to improve communication between this Commission and Council. He noted that Administration only meets on a quarterly basis, with no reports available for "non-meeting" months. Administration's next meeting will be in February. According to Neil, many members on Administration have put in long years of service on this Commission, with his noting that their recruiting new members with desirable expertise might be very helpful.

Neil stated that specs, including square footage, are needed before accurate bids can be received for the church's replacement HVAC system. Fr. Paul also noted that parts for the aging HVAC system are no longer available and that the replacement units will be larger than the current units being replaced.

The parish's lighted wooden sign [near the intersection of Naper Blvd. and Green Trails Road] is starting to rot. On behalf of SMMP's Men's Club, Neil mentioned tonight that the Men's Club might be able to possibly provide \$8,000-9,000 toward purchase of a new lighted sign but that it could not provide the full amount needed for this. Council noted the importance of a new church sign, especially for the goal of discipleship. As Administration has not put together specs for a new lighted church sign, they have also

not yet received any bids for this. Tom Zakosek expressed his interest and previous experience in writing up specs and offered to assist with ones for the church sign.

Fr. Paul noted the growing list of needs being recommended and/or requested for the church, including:

- A screen for displaying hymn lyrics (to replace aging hymnal books)
- New carpeting
- Reconfiguration of the front pews to better allow for a casket at a funeral Mass
- A new sound system
- A lighted replacement sign
- Parking lot repair and replacement

Fr. Paul proposed that Council might coordinate prioritizing these projects according to parish needs, especially in light of the parish's limited resources. He recommended the formation of a Council sub-committee to vet these project priorities and to dialogue with Administration about projects seen as being of top importance by Council.

**Christian Worship Commission (CWC): [No report received in advance].**

Tom Zakosek, CWC Representative, stated that the Commission will be meeting on 1/14/15 at 7:00 p.m. and that he should be receiving a number of committee reports for his February report submission. Many of these should contain a summary relating to the very busy Christmas season in 2014.

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

According to Janene Parisi, CEC Representative, SMMP is preparing for its annual Parish Mission, to be held on January 18-20th from 7:30-9:00 p.m. in the church. Fr. Tom McCarthy will be the guest presenter for this.

Dan Lawler, Director of Youth Ministry, had recently met with the freshman and sophomore Quest leaders for a mid-year evaluation about the new curriculum being used for Confirmation preparation. After the end of the first semester, approximately 50% of the sophomore Quest groups have opted to return to meeting as small groups at the leaders' homes. The freshmen Quest groups still appear to be very happy about remaining with the new format. Both groups will continue to attend the 12:15 p.m. youth-led Sunday Masses.

**Christian Service Commission (CSC): [CSC Report: January, 2015 was submitted in advance by Tom Cordaro, a copy of which is shown hereto].**

Cabrina Attal, CSC Representative, stated that the CSC meets twice per year, with their next formation meeting scheduled in February.

Barb Zdon noted that the some additional help is needed by Mary and Bill TeVogt for Hospitality Sunday. It was also noted that this committee is not a part of any of the

Commissions and that it should be included as part of the CSC. Tom Cordaro will see that this committee is included within the Commission, also noting the need for its additional volunteer recruitment.

**OTHER:**

**Parish-Wide Service Project:** Plans are underway for SMMP to host a free medical clinic in Spring 2016. Meanwhile, SMMP is planning to hold a Walk for Loaves & Fishes on 5/30/15, with Gus Fischer and Chuck Graber being among its key organizers.

**April in Parish:** Neil Gorman, President of SMMP’s Men’s Club, requested receipt of local families’ names to be considered for possible indoor or outdoor clean-up/fix-up “April in Parish” service project work by the Men’s Club. He noted that the Men’s Club had helped six families (primarily seniors) last year for their spring service project work. He also noted that recipient families do not necessarily need to be SMMP parishioners.

**FINAL “WHIP” AROUND:** At the request of Fr. Paul, Council resumed holding a final “whip” around prior to the meeting’s closing. Comments included:

- “Lovely meeting.”
- “Good work – I am finally coming around to a better understanding about where the discernment [for Cycle 1] process is finally leading.”
- “Very good meeting.”
- “Insightful discussion, best on history – we kept on track of tonight’s topics.”
- “Very proud of all – good session tonight, with thanks to Tom [Cordaro] for keeping us on track.”
- “Fabulous refreshments – thanks, Phil.”
- “Wonderful meeting – our discernment was so much on target tonight.”

**CLOSING PRAYER:** Phil Samuels offered the closing prayer.

Following this, the meeting concluded at 9:20 p.m.

***The next meeting will be held in the Upper Room at St. Margaret Mary on Tuesday, February 3<sup>rd</sup>, starting at 7:00 p.m.***

*February Opening/Closing Prayer: Janene Parisi*

*February Refreshments: Janene Parisi*

Respectfully submitted,

Marlyn Ligner Steury  
Recording Secretary

.....  
**SAINT MARGARET MARY PARISH**

## ADMINISTRATION COMMISSION

### Minutes of Wednesday, December 10, 2014

Members Present: Tom Hill, Jeff Jameson, Michael Prus, Sue Schroeder.

Members Absent: Chuck Marquis, Klaus Rummer.

Also Attending: Neil Gorman.

**1. Opening Prayer:** Led by Mike Prus.

**2. Approval of Minutes:**

The minutes of the October 13 meeting were approved “by acclamation”, without changes.

**3. Discussion/Decision Items:**

A. Communication with Pastoral Council

Neil Gorman spoke of discussion within the Pastoral Council, with the goal of improving communication between the Council and the Commission. He and Marian Stricker will alternate attendance of commission meetings.

B. HVAC Equipment

Jeff Jameson had distributed the Request For Proposal document for engineering services, as discussed at the last meeting. Jeff led discussion of the document, which asks for design calculations to determine sizing requirement for an expected replacement of the AHU for the church. The engineering work will also include any other recommendations for equipment, operation, energy sufficiency, etc. Jeff will submit this RFP to two firms; responses are to be submitted to Mike Prus, by January 8. If proposals offer pricing higher than anticipated, a third engineering firm may be solicited.

C. Parish Sign

Bob Stezowski noted that the wood base for the outdoor parish sign on the corner of Green Trails and Naper Blvd. is showing signs of rotting. Bob requested permission to study options and pricing to replace the sign. Lower pricing in recent years for electronics might make an electronic sign affordable. The commission discussed some options for exploration. The commission asked Bob to proceed with his study, and also to explore costs to repair the existing sign.

D. Chapel

The commission thanked Tom Hill for his work in the recent renovation of the chapel. Mike and Bob noted that, with the enclosure of the chapel with glass, the temperature in the chapel has become consistently quite warm. Mike and Bob have tried various methods to address this. Jeff offered to visit the church on Friday, Dec. 12, to offer his expertise on the matter.

E. Scheduling future meetings

The commission agreed to meet again on Wednesday, February 18, at 7:30 PM.

**4. Member Reports and Discussion:**

A. Chuck Marquis: Absent.

B. Bob Stezowski, Building Manager: No further report.

C. Sue Schroeder, Finance: 1) Collections income so far this fiscal year have been about even with the budget, and expenses just under budget. 2) In preparation for the upcoming budget process, Sue asked for assistance with updating the Repair & Replacement projections in specific areas. (Jeff has provided help with HVAC projections already.) Tom agreed to assist with projections for the parking lot.

D. Michael Prus, Business Manager: No further report.

E. Tom Hill, Chairperson & Building Committee: No further report.

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

G. Klaus Rummer: Absent.

**5. New Business:** None.

**6. Evaluation:** A good meeting.

**7. Closing Prayer:** Led by Tom Hill.

*-- Submitted by Mike Prus*

.....  
**CEC Ministry Reports  
for December 2014**

### **PreK–Grade 5: Sue Davey**

First Reconciliation was scheduled December 2 and 3. Eighty-two children participated in the sacrament. A reception was held after each service.

During Advent, we had a wreath lighting service at the end of every class. The 4<sup>th</sup> graders made ornaments for our Jesse Tree in the parish foyer/library.

Our almsgiving project for Advent was 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 were given an ornament to be hung on our R.E. tree in the Parish Center. Our goal was to collect \$600 – enough to sponsor surgeries for five children. Although the final count is not in, it appears that we collected somewhere around \$700.

Thirty-nine children in K-5 registered to be part of our Christmas Eve Mass. They will be angels, shepherds, Mary, Joseph, Star Angel, Magi and other gift bearers.

Religious Education resumes from the holiday break on Saturday, January 3<sup>rd</sup>

First Communion registration information will be mailed on January 5<sup>th</sup>. The second blessing rite for children will be the weekend of January 10<sup>th</sup> and 11<sup>th</sup>. The blessing will be with water.

On January 11 we will host our second Parent Sacramental Retreat. So far ninety-two people have registered to attend. Due to the size, we have moved it from the Upper Room to the Parish Center.

The catechist open house for Lent preparation materials will begin Saturday, January 31<sup>st</sup>.

Catholic Education week begins Sunday, January 25<sup>th</sup>. At the 10:45 Mass, representatives from RE, Jr. High, High School, ASCA and Adult Ministries will participate.

### **Youth Ministry: Dan Lawler**

We have begun preparing for the Confirmation Retreat in January with our Peer Ministers. We will be meeting on Monday nights over the next two months to get ready.

Our Junior High classes and Confirmation preparation meetings have begun again.

We will be promoting a dramatic presentation on youth issues from the MWAH (Messages Which Are Hopeful [www.mwah.net](http://www.mwah.net)) group on January 25th with other parishes from our deanery.

For Operation Wrap, we collected gifts to give to Chicago area hospitals and shelters for Christmas through our junior high youth ministry. Many teens and parents came to wrap gifts and get them ready to hand out. Our response was lower than previous years, so we are looking at some new strategies to make it a bigger event next year.

Our Freshmen and Sophomores leaders met in December for a mid-year evaluation of the new curriculum and approach we are using for Confirmation preparation. The Freshmen leaders were very positive about the new curriculum and youth led Mass. They were appreciative of the change in format and location, but did recognize some need for improving participation. We are looking for some ways to support their leadership over the next few months.

Many of the Sophomore leaders said that they and many of the teens are happy with the content of the videos. There was also one or two comments that parents that have participated in makeup sessions have found the videos very helpful too. Much of the conversation revolved around the difficulty of actively engaging the teens in conversation. The difference of being in the parish meeting rooms instead of a home setting, the timing after Mass and videos, and the disposition of the teens all contribute to their reluctance to participate. Only a few groups have been able to sustain meaningful conversations. Most everyone affirmed the importance of having a youth-led liturgy and that it seems to be working. There has been a fair amount of success in getting teens to take on ministry roles and a few teens now participate in our regular liturgies. We need to continue to invite them into leadership in our liturgies. We discussed some alternatives to address the issues of the teens being engaged. After careful discernment, we have decided to discontinue meeting as a large group with the sophomores and allow each group to schedule a time to meet on their own. They will meet on the same dates that are already scheduled for this year, but some groups will continue to meet in our parish spaces while others will meet in their leaders' homes. We have all agreed that active participation in our liturgy is crucial to our young peoples' faith development so we continue to invite and encourage the teens and their families to join us at the 12:15 Mass which will continue to be youth led. We will also continue the practice of making up missed sessions at the parish with a teen and their parent.

Freshmen groups will continue to meet at the same time and with the same format.

### **Adult Faith Formation: Sr. Madelyn Gould**

Bible Study: Second semester study of the Pentateuch will begin January 6, 2015.

Book Study: The book for January discussion is THE FIFTH GOSPEL by Bob Conway,

Business Breakfasts: Al Gustafson will give a presentation titled "Cell Phone Face Down." Don't miss the descriptive paragraph in the bulletin!

Evening Enrichment/Morning Enrichment: The Parish Mission will provide the enrichment for January 2015.

Morning Enrichment: Sr. Sallie Latkovich, CSJ will be the speaker for January 14<sup>th</sup>, with the topic *Living Simply within Abundance*. In December approximately 50 attended the Morning of Reflection/Christmas Tea.

Retreats: Nine men attended the CRHP retreat in November. These fellows have begun the follow-up sessions and hope to put on a retreat next November. Eleven women are preparing

for the January CRHP retreat. At present there are 18 who have registered. The Ignatian retreat, to begin on Jan. 26<sup>th</sup> is filled with 7 on the wait list. Registrations are coming in for the February and March Preached Retreats to be held at Cardinal Stritch Retreat House in Mundelein, IL.

Parish Mission: Publicity has begun for the January 18-20 Mission, Fr. Tom McCarthy will be the presenter, with the theme *What Does It Mean To Be Catholic Today*. Fr. Tom is not able to be with us on Saturday, Jan. 17<sup>th</sup> so he will send a CD of his homily to be played at the 5:00 pm Mass. He will be present for the Sunday Masses.

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 (two to be baptised) are looking forward to reception into the Church at Easter. At present we are studying the sacraments.

### **Mental Health and Wellness: Jen Curtin**

The ministry team agreed that we would like to run another *Ending the Silence* event again, before the new Parish calendar year begins.

Investigating setting up a "Walking for MHWM" event to raise awareness about mental health, as well as our ministry. We could also set up weekly walk groups as one of the outcomes of the event.

Would like to share Jen Curtin's story in the bulletin, possibly in the "Parish Heartbeat" section. Will follow up with Tom Cordaro

Website currently under construction, working with Mike Prus.

### **All Saints Catholic Academy: Dr. Sandy Renehan**

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.

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

*-- Submitted by Janene Parisi*

.....

## CSC Report: January, 2015

**KNIGHTS OF COLUMBUS:** Had a meeting on Thursday, December 18th at the church to discuss possible activities for 2015. Our officers and program directors will be meeting in early January with our contemporaries at other Naperville Councils to outline the scheduled national events (ie Special Olympics) along with activities we can joint venture Our council sponsored a "Keeping Christ in Christmas" poster contest for the 3rd and 4th grade classes at All Saints Academy. We had a wonderful response, and 6 winners were selected to advance to regional competition and were awarded gift certificates at Anderson's Bookstore. 18 of the other creations were displayed in downtown Naperville storefront windows.

**NURSERY:** Here are the December numbers: 12/7/2014: 9am: 3 kids, 2 families, 10:45am: 2 kids, 2 families; 12/14/2014: 9am: 4 kids, 3 families, 10:45am: none. 12/21/2014: 9am: 3 kids, 2 families; 10:45am: 1 kid, 1 family. 12/28/2014 Closed for Christmas.

**PEACE & JUSTICE ADVISORY WORKING GROUP:** Preliminary plans and discussion was held regarding the next two parish social mission weeks: March 8-12 and June 7-14. The group will be promoting the 10<sup>th</sup> annual World Peace Day Interfaith Prayer Service to be held on January 1<sup>st</sup> at Wentz Concert Hall on the campus of North Central College. **EARTH CARE:** The Christmas light recycling project is going well. We have already filled two large boxes and are working on filling a third. This month our parish Earth Care group will be meeting with the St. Elizabeth Seton environmental group to explore ways of supporting and working with each other.

**PRO-L.I.F.E. COMMITTEE:** March for Life will be held Sunday, January 18 in Chicago. The March will begin at 2:00 pm at the Federal Plaza on Adams St. and proceed to the State of Illinois bldg. Many pro-leaders will be speaking. Naperville Christians for Life will hold a prayer service on Thursday, January 22. The service will be held at the Harvest Bible Church at 7:30 pm. The Committee will have a representative participate in the service. Baby bottle fund raiser to benefit Women's Choice Services will be held on Saturday-Sunday, Jan31-Feb1. Baby bottles will be offered after all the Masses that weekend.

**SEPTEMBER CLUB:** On December 3, 40 members and guests gathered in the parish center for our Christmas Celebration. Father Tom led us in prayer. Appetizers & desserts provided by members were enjoyed. December birthdays and anniversaries were recognized and all present were encouraged to remember those who are ill in their prayers. Our collection for the Giving Tree was \$142.00. Members exchanged grab bags followed by Christmas entertainment by John Kleise. There is no January meeting.

**SHARING PARISH:** Tamale orders were delivered on Sunday, December 21. Checks for tuition assistance for second semester will be requested as soon as continued registration for each student is verified.

**ST VINCENT DE PAUL:** We were able to help 7 individuals / families: car registration for individual who needed car to help get to work; 2 with utilities; 1 (parishioner) with mortgage one with rent; one with prescriptions; one just to get through the month. Check book is ok.

-- Submitted by Tom Cordaro