

St. Margaret Mary Parish, Naperville, IL
Pastoral Council Minutes
February 2, 2016

Members Present: Cabrina Attal, Tom Cordaro, Neil Gorman, Fr. Paul Hottinger, Victoria Kosirog, Mike Newell, Janene Parisi, Brian Pelz, Carl Van Dril, Don Wenig, Tom Zakosek

Members Absent: Jessica Schoder

Guest Presenters: Jeff Jameson, Sue Schroeder

Council President Mike Newell opened the meeting at 7:00 p.m. in the Upper Room. Janene Parisi offered tonight's opening prayer.

APPROVAL OF JANUARY 2016 MEETING MINUTES:

Neil Gorman motioned to approve the meeting minutes from January 5, 2016, with Don Wenig 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:

South DuPage Deanery Meeting (1/12/16): Neil Gorman represented SMMP at the South DuPage Deanery Meeting, which was held on 1/12/16 at Notre Dame Parish in Clarendon Hills. According to Neil, SMMP appears to be well ahead of the other South DuPage parishes in evangelization efforts. He stated that "SMMP is definitely a leader," especially with its *Hearts on Fire* parish theme and programs. Neil also noted that many of the participating parishes were still "confusing participation with evangelization."

Declining student enrollment at St. Joan of Arc School-Lisle was reported, e.g. with 750 students enrolled (plus a waiting list) in prior years but with only 400 students currently enrolled. Council expressed interest in obtaining current enrollment data from other area Catholic schools. Neil felt that the South DuPage Deanery meeting was very educational, and he encouraged SMMP's continued participation with this group.

Parish Volunteer Appreciation Dinner (1/16/16): Mike Newell expressed special thanks to the Appreciation Dinner's Co-Chairs Carl Van Dril and Don Wenig for their hard work in coordinating a "tremendously successful" event. According to Fr. Paul, this year's dinner had the largest turnout. Carl expressed special thanks to the following adult helpers: John McAvoy, Nancy Burns, Barb Carpenter, Kristin Newell, Ingrid Van Dril, and Carolyn Wenig. Carl also recognized the Teens and Dan Lawler for their help with coat check, along with Emily and Hannah Newell for their help with table busing; the Men's Club; and all of the musicians performing with "Off the Rails" band.

Council members signed note cards tonight, thanking the Appreciation Dinner helpers.

Although some Appreciation Dinner attendees initially appeared to be slightly disoriented with the event's new floor plan set-up, the configuration seemed to offer more space for conversation and dining tables. The new coat check area, which was located within the Parish Office, was favorably received.

Due to increased attendance, the Appreciation Dinner went over budget by approximately \$100-200. Carl also suggested that either a larger corps of volunteer server help be recruited for the buffet area or that Council pay an increased amount to the caterer for such server help at next year's dinner. He also suggested that next year's dinner be co-chaired by a first-year At-Large Council Representative paired up with a second-year At-Large Council Representative (rather than by two first-year At-Large Representatives chairing this during their "rookie" year).

FINANCE COMMITTEE'S PRELIMINARY BUDGET RECOMMENDATIONS:

Sue Schroeder, Finance Committee Chair, reviewed the process and schedule being followed by the Finance Committee in making a general long-range 5-year budget plan for the parish, along with recommending a preliminary parish budget plan for FY2016/17. Sue also reviewed future anticipated major projects, including replacement of the following: HVAC units in the Parish Center and Parish Center classrooms; the church sound system; the church parking lots; church flooring; and the roof. Sue noted that some additional fundraising might be needed to assist with repair and replacement, e.g. for the church sound system. The main church HVAC system was replaced in October 2015, and plans to replace the AHU system supporting the Parish Center are on-going, with an anticipated installation date of May 2016 and cost of \$258k. As the parking lot was recently cold-patched in some sections, it still needs to be determined whether or not this repair will serve as a viable temporary "fix." Meanwhile, the south parking lot lights are no longer working, with an estimated \$27-28k needed to replace these, along with the other parking lot lights.

The majority of the parish budget contains fixed costs to pay staff and maintain the facility. Sue noted that the Parish Staff and Commissions continue to spend parish funds wisely, with her request that each Commission realistically look at its respective budget. The Finance Committee continues to offer liaisons to the Commissions to help them provide a realistic budget rather than budgeting to their goal, although these liaisons are infrequently utilized. Total expenses were \$39k under budget and \$21k lower than last year. Salaries and Employee Benefits were under budget by \$14k due to some staffing changes. The balance of the School Loan for ASCA [All Saints Catholic Academy] is \$1M, for which SMMP will make its final annual school loan payment of \$200k to the Diocese in 2020.

Neil Gorman motioned that the Pastoral Council accept the Finance Committee's projected Preliminary Parish Budget Proposal for FY 2016/17, to include a proposed flat bud.get, a 1% increase in contributions, and a 2% increase in salaries. Mike Newell seconded this, with the Council being in consensus.

Neil Gorman requested that he and another Council member be scheduled to speak at all of the Sunday Masses on either 4/23-24 or 4/30-5/01, with an update report about parish finances, upcoming repair and replacement needs, and encouragement of increased giving, including the promotion of automated giving through ParishPay. Council's help after each of the Masses is also needed to help answer parishioner questions and to promote the use of giving through ParishPay. According to Sue Schroeder, the parish currently receives one-third of its weekly contributions through the automated online ParishPay system. Although there is a fee involved with using ParishPay, Sue noted that, although another automated giving system might be less expensive, it would not be worth switching to another automated giving system.

Mike Newell extended thanks to Sue Schroeder for her presentation and for the Finance Committee's hard work and financial expertise.

PARISH CENTER AIR HANDLING UNIT (AHU) REPLACEMENT PROJECT:

Jeff Jameson, a consulting engineer with KJWW Corps and Administration Commission Member, reviewed plans to replace two major air handling units: one serving the Parish Center and Kitchen; and the other serving the Parish Center Classrooms. Jeff reported both units' 30-year old cooling systems are no longer working. SMMP received two bids (of the three requested) from diocesan-approved mechanical contractors. Of the two bids received, Jeff recommended contracting with Premier Mechanical Inc., due to their lower bid. They also offered several potential cost-saving ideas. Although both bids included the same equipment, there was a large difference in their bid amounts, indicating each carried significantly different contractor labor and other costs. Jeff also recommended duct-cleaning, which had never been done at SMMP in 30 years. The bid proposal from Premier is for \$158,000 (Parish Center's AHU and Installation) and \$86,000 (Parish Center Classrooms' AHU and Installation). Alternates for duct cleaning both units and demand-controlled ventilation (DCV) on the Parish Center unit total \$14,900. This money will come from the Repair & Replacement Fund and represents a significant portion of the present fund balance.

Jeff stressed the urgency of accepting the contract proposal for the Parish Center's AHU as soon as possible in order to ensure installation before the hot weather arrives. With an estimated 8-12 weeks to build the Parish Center unit, Jeff anticipated installation in May 2016. Installation should only involve the shut-down of the Parish Center AHU for one weekend. This installation would not affect the Main Church AHU system. The Parish Center and Classroom AHU's will be installed in the Mechanical Room behind the Kitchen. Each AHU condensing unit will be installed outside on a cement pad.

Fr. Paul Hottinger moved that the Pastoral Council authorize the Administration Commission to accept the project bid from Premier Mechanical Inc. for \$258,900 to include the replacement and installation of Air Handler Units for St. Margaret Mary's Parish Center and Parish Center Classrooms. This includes alternates for duct cleaning both units and DCV on the Parish Center unit. Mike Newell seconded, and the Council was in consensus. Fr. Paul, Mike Prus, and Sue

Schroeder will co-sign the agreement, followed by the Diocese of Joliet providing final contract approval. On behalf of the Administration Commission, Mike Prus will oversee the project's installation and completion at SMMP, with Jeff Jameson's technical support.

Mike Newell thanked Jeff Jameson for his presentation.

DISCUSSION – FEEDBACK FROM PARISHIONERS: Although there was a large attendance at the recent three-night Parish Mission, there was some parishioner inquiry received about how the recent mission had correlated with the current parish theme. Cabrina Attal explained how the Parish Mission presenters are frequently contracted three years in advance, before the new parish theme is even determined. She had recently presented to the Adult Formation Team about the parish theme and missional directives, along with background about the discernment process used for these. Council discussed the importance of inviting other interested parish ministry groups to also participate in the discernment and formation process for the parish theme and missional directives.

Tom Cordaro provided some additional information about the upcoming evening workshop at SMMP on 2/11/16, "Building Strong Committees." This will be sponsored by the CSC and is geared for any ministry or committee member. It should help generate ideas about recruiting, planning effective meetings, and providing leadership training.

There were 17 women participating in last weekend's women's CRHP retreat at SMMP, which was presented by a team of 9 women. It is hoped that many of these participants will be energized and strengthened in their faith through this.

YOUTH REPRESENTATIVE UPDATE: Due to Jessica Schoder's absence, there was no report.

Following this, Council took a break from 8:35-8:52 p.m., enjoying refreshments provided by Janene Parisi. Janene was thanked for these refreshments.

COMMISSION REPORTS:

Administration: [***MINUTES – St. Margaret Mary Finance Committee Meeting, Wednesday, January 20, 2016 was electronically submitted in advance by Mike Prus, a copy of which is shown hereto***].

Administration Commission Members Sue Schroeder and Jeff Jameson had attended the first half of tonight's meeting. Each had made presentations (please see *Finance Committee's Preliminary Budget Recommendations* and *Parish Center Air Handling Unit (AHU) Replacement Project* above). The Administration Commission did not meet in December/January. The Finance Committee met on 1/20/16, with their next monthly

meeting scheduled on 2/17/16 in the evening – interested Council members are invited to attend, with advance attendance notification requested by Sue Schroeder.

According to Fr. Paul, the church parking lot lights need replacement, and the church's south parking lot lights (on the Naper Blvd. side) are no longer working. The current plan is to replace the parking lot lights in two phases, with the south parking lot side to be done first. This will afford a better opportunity to determine the desired overall brightness during the first phase before the second phase would be completed. Each of the two sections of new parking lot lights should be under \$20k. This replacement project was delayed due to its study. The contract for this replacement project work is now signed. It is also noted that these lights should be more energy efficient.

Christian Worship (CWC): [*Christian Worship Commission Monthly Report to Parish Council – February 2016* was electronically submitted in advance by Brian Pelz, a copy of which is shown hereto].

[*St. Margaret Mary Christian Worship Commission Meeting Minutes -- January 21, 2016, 6:30-7:30 p.m.* was electronically submitted in advance by Brian Pelz, a copy of which is shown hereto].

Brian Pelz, CWC Representative, stated that the Commission will meet later this week to discuss By-Laws and Amendments, with plans for their review and revision. Preparations for Lent/Easter are already underway.

Christian Education (CEC): [*CEC Ministry Reports for February 2016* were electronically submitted in advance by Janene Parisi, a copy of which is shown hereto].

Janene Parisi, CEC Representative, reported that the Book Study's February book is *The Saint and the Sultan: The Crusades, Islam, and Francis of Assisi's Mission of Peace* by Paul Moses.

Sue Davey, Director of Religious Education, is currently on medical leave, recovering from recent knee surgery. There will be a get well card available for Parish Leadership to sign at the workshop day on Saturday.

According to Fr. Paul, the search committee is considering some excellent candidates to fill the position of ASCA Principal, in preparation for current Principal Sandy Renahan's upcoming retirement in June 2016. Fr. Paul noted that there is a March 2016 goal set to hire the new Principal.

Council discussed recent feedback received by Dan Lawler, Youth Ministry Director, at the Confirmation Leaders' meeting in December 2015. Although the current curriculum using the video series "Chosen" has been very well received, there were some very strong opinions voiced about the home-based vs. the large-group format based at church. Dan Lawler is still collecting feedback about this. Fr. Paul noted that "there is no

one size fitting all,” with different ways of evangelizing. It is recommended that the Confirmation Program be reevaluated annually, as it is multi-layered but very important.

Christian Service (CSC): [*Christian Service Monthly Report to Parish Council – February 2, 2016* was electronically submitted in advance by Cabrina Attal, a copy of which is shown hereto].

No additional questions were posed about the report submitted by Cabrina Attal, CSC Representative.

Tom Cordaro added that a second annual Parish Charity Walk is scheduled on 5/21/16 to benefit Naperville CARES. It will be advertised as a community walk.

After Jen Curtin stepped down from her Mental Health Ministry leadership role due to a family illness, Carl Van Dril and Tom Cordaro attempted re-establishing next steps for this ministry group: however, it appears that it will not move forward as they were unable to find someone to lead this ministry.

AD HOC COMMITTEES:

Nominations Committee: Victoria Kosirog updated Council that the meeting dates and rooms are now scheduled and booked for 4/20/16 (Candidate Orientation) and 5/26/16 (Discernment). She reports having talked with current candidates, including a possible new youth representative.

Communications Committee: Carl Van Dril reviewed the seven-question survey, which is now ready to be sent out online to parish stakeholders (staff and ministry heads) via Constant Contact. According to Carl, any trends will be noted, with further discussion to then be scheduled with stakeholders about these.

Victoria Kosirog provided working draft hardcopies of the new Parish Ministry Handbook, along with working draft pages of Parish Ministry Contacts (the latter to be included in the upcoming Parish Directory). She noted that changes can still be made to these, also sharing plans for the directory to be available online.

Victoria also provided an example of vinyl cling car window stickers, which can be ordered for 200 at \$3.50 each for 200. Magnetic bumper stickers could be produced for \$1.75 each, but many car bumpers are no longer made of metal.

OTHER:

Parish Leadership Winter Gathering (2/06/16): [*Hearts on Fire! Parish Theme & Calling Activities, Programs and Initiatives for 2015-16* was electronically submitted in advance by Tom Cordaro, a copy of which is shown hereto].

Tom Cordaro reminded Council to bring their calendars to Saturday's Leadership gathering, which will begin at 9 a.m. following 8:15 a.m. Mass and will start with a continental breakfast. Part of the day's agenda at this will include the Parish Leadership review of the 2015-16 activities, programs, and initiatives, which center around the parish theme and missional activities. The workshop should end by 3 p.m.

SMMP Youth Leadership: Cabrina Attal noted that there is a large group of SMMP youth who are showing much active leadership in the community.

FINAL 'WHIP' AROUND:

Comments included:

- "Very good presentations tonight."
- "Enjoyed the wisdom of our parish leadership."
- "Enjoyed the presentations made by Sue and Jeff tonight – it's important to recognize their hard work and special talents."
- "Informative and very productive."
- "Easy to understand information."
- "Great meeting – edified by tonight's reports."
- "Sue and Jeff were fantastic – thanks to the Spirit for sending these people to our parish."
- "Sue and Jeff were easy to understand."
- "Excellent meeting. Pastoral Council needs to present to the parish about finances and needs to pick a date for this."
- "Much confidence in important work being done."
- "Good meeting."

CLOSING: Janene Parisi offered a closing prayer. Following this, the meeting concluded at 9:40 p.m.

The next meeting will be held on Tuesday, March 1st at St. Margaret Mary Parish, starting at 7:00 p.m. in the Upper Room.

Opening/Closing Prayer (March) – Jessica Schoder
Refreshments (March) – Cabrina Attal

Respectfully submitted,

Marlyn Ligner Steury
Recording Secretary



MINUTES
St. Margaret Mary

Finance Committee Meeting
Wednesday, January 20, 2016
7:30PM
Room: Upper Room

- **Present: Jim Komar, Laurette Solak, Henry Torres, Helen Stirp, Sue Schroeder, Mike Prus, Don Wenig (PC)**
- **Absent:**

- Opening Prayer and/or Finance-related Scripture reading – Henry
- Approval of December minutes
 - The December minutes were approved by affirmation.
- Review of contributions /financials – Mike
 - Collections are -1.63% below budget and -1.1% lower than last year.
 - The Christmas collection was \$117.7k versus a budgeted amount of \$110k.
 - There were no variances in the November financials that required review.
- Budget discussion.
 - Collections are currently budgeted with a 1% increase over this year's budget. The FC expressed concern that this might be optimistic based on the November financial results.
 - Christmas falls on Sunday in 2016. The FC discussed whether this would result in lower Sunday collections. At first glance, the data did not indicate a measurable difference.
 - The majority of the SMM budget is fixed costs to pay staff and maintain the facility.
 - The first draft of the budget contemplates a 2% salary increase for staff.
 - While the budget shows a projected shortage, the commissions as a whole keep spending low.
 - We will again offer to work with the commissions to help them provide a

realistic budget rather than budgeting to their goal.

- Sue will update the budget with December financials and the long term projections updated by Mike before forwarding to the PC.
- Admin Committee News – Mike & Sue
 - PC HVAC
 - Parking Lots Lights
- Men's Club Audit
 - Laurette will schedule the audit. Laurette and Helen will complete the audit prior to month end.
- New business
- Next Meeting – February 17th, 2016
- Closing Prayer – Henry

-- *Submitted by Mike Prus*

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**Christian Worship Commission
Monthly Report to Parish Council
February 2016**

CWC Meeting held on January 21, 2016
Minutes document attached.

Agenda Items:

1. Discuss Lent & Easter 2016
2. Tables in Narthex
3. SMMP Handbook Updates
4. 2015 Advent/Christmas Review

Open Items:

- CWC By-Laws amendments will be revised, reviewed and voted on in February 2016.
- Review software and process used for scheduling EM, Altar Server, Lector and Greeter schedules.

- Review and improve process with establishing Gift Bearers
 - Brian to ask the Parish Council members to sign up to be gift bearers
- Tables in Narthex. Violations of “no table in narthex” policy follow up.
 - There is a policy of no tables in the narthex, but recently there have been tables in the narthex. Ken will address this with the staff at the next staff meeting. Brian will mention it at Parish Council.

Altar Servers: Nothing to report

Art & Environment:

- Preparing for Lent and Easter

Baptism Assistants: Nothing to report

Bread Bakers: Nothing to report

Eucharistic Ministers: Nothing to report

Greeters:

- Greeters assisted at the Parish Mission by having 4 greeters for each night.
- Planning another training session for CPR and AED probably this spring

Lectors: Nothing to report

Linen Launderers: Nothing to report

Liturgy Development:

- Planning for Lent and Easter

Music:

- Preparing for Lent and Easter

Sacristans: Nothing to report

Submitted by Brian Pelz

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***St. Margaret Mary Christian Worship Commission
Meeting Minutes
January 21, 2016 6:30-7:30 p.m.***

I. Call to order

1. **Brian Pelz** called to order the regular meeting of the **St. Margaret Mary Christian Worship Commission** at **6:30 PM** on **January 21, 2016**.

Opening prayer by Terry Wagner. Special thanks to Ken for providing the Lent/Easter outline in short notice.

II. Roll call

Ministry	Name	Attended
Altar Servers	Deacon Ken Miles	Yes
Art & Environment	Courtney Murtaugh	Yes
Baptism Assistants	Tom Zakosek	No
Bread Bakers	Brigid Cordaro	No
CWC Representative on PC	Brian Pelz	Yes
Eucharistic Ministers	Barb Ryan	Yes
Family Altar Servers	Mary Oliphant	No
Greeters	Gus Fischer	Yes
Greeters	Mark Marsaglia	No
Lectors	Terry Wagner	Yes
Linen Launderers	Loretta Mercadante	No
Liturgy Coordinator	Deacon Ken Miles	Yes
Liturgy Development Chair	Mary Oliphant	No
Music Ministry	John Schlaman	Yes
Sacristans	Barb Ryan	Yes

III. Approval of minutes from last meeting

No review or approval completed.

IV. Open Items (these items were not on the agenda for this meeting)

1. CWC By-Laws amendments
2. Ministry Scheduling Process Review
3. IGift Bearer Ministry Process Review

V. Agenda

Duration	Topic	Lead
2	Opening Prayer	Terry
4	Ash Wednesday	Ken
5	Fridays of Lent	Ken
5	Sundays of Lent	Ken
5	Passion/Palm Sunday	Ken
5	Holy Thursday	Ken
5	Good Friday	Ken
7	Easter Vigil	Ken
10	Easter Sunday	Ken
2	Tables in Narthex. Violations of "no table in narthex" policy	Ken
1	SMMP Ministry Handbook Updates Reminder	Brian
7	2015 Advent/Christmas Assessment	Brian/All
2	Closing Prayer	Terry
60		

VI. Agenda Discussion

1. Ash Wednesday

8:15 AM usually handled by people who regularly attend

If attending, check to see if additional help needed

Could use greeters. Gus to follow up.

Some additional EM's. Barb to follow up.

12:10 Service (Barbara Burkhardt presiding)

2 lectors who will help with ash distribution

Music provided

4:00 PM - Sue Davey will take care of coordination

Sue is out of office, but continues to coordinate

This service is normally very well attended.

Music provided

7:30 PM Mass

3 lectors, as usual

10 EMs for Eucharist distribution (all station)

4 to help with ash distribution (6 bread stations)

Music provided

Greeters should be scheduled – Gus to follow up

Ashes have been ordered.

There were questions about changing the time(s) for the Ash Wednesday service(s).

2. Fridays of Lent

Reconciliation, 6:00 PM to 7:00 PM (except 3/4, 3/11)

Healing Mass, 7:30 on 2/20, 3/20

Stations of the Cross on 2/12, 2/26, 3/4, 3/11 (led by deacons)

No adoration scheduled. Attendance last year was quite low.

7:00 P.M. Stations of the Cross will be handled by Sue and RE classes (info in the bulletin)

3. Sundays of Lent

No Gloria

No Alleluias

Penitential Act: Form B

Kyrie sung without acclamations, Kyrie alone

Using Readings from Cycle C (NOT Cycle A)

Apostles Creed

Taize February 21 at 6:30 P.M.

4. Passion/Palm Sunday

Format as in the past

Entrance gospel, sprinkling of palms (3 lectors help)

Liturgy of the Word

Second Reading

Gospel Acclamation

Gospel (still in flux as to how to do it)

Palms are in the narthex. Greeters hand them out.

Comment made that it was nice when the procession started outside or downstairs.

Doing this does introduce some logistical and continuity problems, especially with the music.

Naperville spring break starts on Good Friday.

The Gospel Book is not used during Lent.

5. Holy Thursday

3/24, 7:30 PM

3 Lectors, 4 Altar Servers

12 EMs – Barb to follow up

Choir goes to communion (early or late)

Ken to provide a sign up for altar servers

PADS guests are invited to attend.

As in the past: 6 basins, 6 pitchers

3 stations in front; 3 stations in the aisles

Invite all to have their feet washed

Have used Calgon in the past to tint the water blue

One bowl is carried in, the others are already set up.

Comment made that the pope said that women's feet can be washed. This has already been the practice at SMMP.

A&E: Red cloth, crown of thorns, covered chalice, nails. Courtney will follow up.

6. Good Friday

3/25, 3 PM Lord's Passion

2 Altar Servers, Lectors (Ken to provide more details after liturgy meeting on 1/25)

4 EMs

3/25, 7:30 PM Evening prayer service

No altar servers, Lectors (Ken to provide more details after liturgy meeting on 1/25)

No EMs

Easter setup after 7:30 PM evening prayer service.

7. Easter Vigil

3/26 at 8 PM

4 Alter Servers, 8 EMs, Lectors (Ken to provide more details after liturgy meeting on 1/25)

3 baptisms

Question about using baked bread on Easter: Barb to follow up.

3:00 P.M. Saturday – Easter basked blessing

Fire pit setup by Ken & Terry in the courtyard

Dick Backer gets the wood

8. Easter Sunday

7:30 AM, 3 lectors, 10 EMs, 3 servers

9 AM in Church, 3 lectors, 10 EMS, 3 servers

9 AM in Parish Center, 2/3 lectors, 6 EMS, no servers

10:45 AM in Church, 3 lectors, 10 EMS, 3 servers

10:45 AM in Parish Center, 2/3 lectors, 6 EMs, no servers

12:30 PM 3 lectors, 8 EMs, 3 servers

Discussion about the chalices (pottery, crystal) – Barb to follow up

Wireless microphone from downstairs is lost. Need to follow up.

9. Tables in Narthex

Some discussion during the staff meeting. When there is a lot of activity after mass, the library area can get crowded. Further discussions to be had.

Redo the military boards, better use the existing space. Ken to follow up.

10. SMMP Ministry Handbook

CWC reminded to provide updates to the Ministry Handbook by Friday 1/22.

11. 2015 Advent/Christmas Assessment

No immediate comments. The CWC was asked to send Brian emails with any 2015 Advent/Christmas comments, questions or concerns.

12. Closing Prayer

Terry provided the closing prayer.

VII. Adjournment

Brian Pelz adjourned the meeting at **7:34**.

Minutes submitted by: Brian Pelz

Minutes approved by:

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**CEC Ministry Reports
For February 2016**

Adult Education: Sr. Madelyn Gould

BIBLE STUDY: Second semester study of the Gospel of Luke began on January 5, 2016. Attendance is good. Sr. Marianne wishes to return as Leader in 2016-17.

BUSINESS BREAKFASTS: The speaker for the January Business Breakfast was John Rinehimer. Twenty-five were in attendance. Inspiring message! Pastor Glen Wagner from Good Shepherd will be with us in February. All are welcome

EVENING ENRICHMENT: The Parish Mission provided the enrichment for January. The Mission – Reflections on the Spirituality of the Wizard of Oz- was well received. 250 attended the first evening with 35-45 less on the following evenings. Received many compliments. Rituals were well received.

MORNING ENRICHMENT: Terry Nelson Johnson started our year off well with his inspiring presentation on Moments of Grace. Fifty were in attendance.

Kate DeVries will offer our February reflection on “IS the Kingdom of God at Hand?”

RETREATS: Nineteen women are registered for the CRHP weekend – Jan. 30-31. Ten women are presenting. To date 26 women are registered for the Preached Retreat in Mundelein. Al Gustafson, Sr. Madelyn and Msgr Lyle will do the presentations. Thirty five parishioners continue with their commitment to daily contemplative prayer....as part of “Adventures in Contemplation.”

SPIRITUAL DIRECTION: I am presently seeing 20 directees.

RCIA: Three (one to be baptized) are looking forward to reception into the Church at Easter. At present we are studying the sacraments.

OTHER: I am attending the Diocesan workshop on Christ Renews His Parish. Our Spiritual leaders are also attending – Marcia Mackenbrock, Jennifer Nolan, Joe Ferrari, Scott Parks.

PreK–Grade 5: Sue Davey

First Communion registration forms were mailed out the first week of January. Three quarters of the parents returned their form by January 29th. We have 72 First Communicants this year.

A First Communion Blessing Rite was offered at masses the weekend of January 9/10. The last Blessing Rite will be offered the weekend of February 20/21.

The final Parent Sacrament Retreat was held on Sunday, January 10th. 74 parents attended. 89 were registered.

We celebrated Catholic Education Week at the 10:45 am Mass on Sunday, January 31st. Anne-Marie Cronin coordinated a combination of ASCA children and Religious Ed. children who had roles in the Mass as Readers, Gift Bearers, Banner Carriers, etc.

Rice Bowls, our Lenten alms-giving project, were distributed to all children the week of February 1st.

On Ash Wednesday, February 10th, we have a Religious Ed./Youth Ministry Prayer Service with distribution of ashes at 4 pm.

Children in grades 1-5 will have the opportunity to have roles as readers, ushers, gift bearers, etc. in the last Children's Mass for this year – Saturday, February 27th, at 5 pm.

Youth Ministry: Dan Lawler

On January 10th, we had our second Parent Sacrament Retreat for 1st Communion and Confirmation parents. The day went very well and we will meet in the spring to evaluate for next year.

Our Deanery speaker for our high school group this year was Chris Padgett. Chris is a nationally recognized youth ministry speaker including the National Catholic Youth Conference, Chosen confirmation program, and Steubenville conferences. He was here Sunday, January 24th at 2 pm and at St. Thomas at 7:30 pm. All high school youth and their families were invited. We are still updating our attendance records but the church was full for both presentations. So far, the feedback from parents and teens has been very positive!

We will be holding our second annual Warm-A-Heart Benefit on Friday, February 12th from 7-10 pm in the Parish Center. We are asking for a \$15 entrance fee that will help cover costs and any proceeds will be donated to Loaves and Fishes food pantry. We will also be asking for attendees to bring nonperishable food items to donate. We will have several of the same activities as last year including a DJ, games, food, and prizes! We had almost 100 youth attend last year and are hoping to get at least 150 this year.

Our Peer Ministers have been preparing for the sophomore Confirmation Retreat which will be on Friday, February 19th and Saturday February 20th. The peer ministers are practicing their small group facilitation skills and preparing witness talks. Our focus will be on the gifts of the Holy Spirit.

We will have a prayer service based on the Stations of the Cross presented by junior high youth on Monday, March 14th at 7:30 pm. We will be recruiting youth over the next few weeks with practices beginning on February 22nd at 8 pm. All parishioners are invited to attend!

All Saints Catholic Academy: Anne-Marie Cronin

In observance of Martin Luther King's Day, on January 18th All Saints students did not have class but were required to do a community project to benefit the community.

Approximately 20 students, who are members of St. Margaret Mary, cleaned the church by polishing all pews and chairs and vacuuming. Going forward, the students plan to clean the church on a quarterly basis. Gratitude goes to Michael Prus and Bob Stezowski who coordinated the effort.

Other community projects, among others, included stocking shelves at the West Suburban Food Pantry, making Valentine's Day cards for residents of 360 Youth Services and packing food at Feed My Starving Children.

Principal Search Update: The application deadline was extended to January 15, 2016. On January 21st the search team discerned which candidates to interview. First interviews for the new candidates will be on January 27, 28 and 29. The goal is to hire a principal by the end of March.

-- Submitted by Janene Parisi

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**Christian Service Commission
Monthly Report to Parish Council
February 2, 2016**

Bereavement: The Bereavement Ministry had their meeting 1/20/16. We had 12 new case assignments for our ministers. We also got a lot of positive feedback from the Remembrance Mass that was in December. We welcomed our newest Bereavement Minister, Donna Wilson, to our team and there will be a Grief Support Group facilitated by Barb Burkhardt starting Feb. 17th and ending March 23rd.

Blood Drive: No news this month.

Boy Scouts: No update.

Charitable Contributions: Charitable Contributions is done meeting until September 2016. All funds have been distributed.

Daybreak Transitional Housing: No update.

Funeral Ministry: No activity this month.

Knights of Columbus: In January, our Council welcomed John "Jay" Sheehan into the K of C and he, along with Bob Presnak and Jim Simel, progressed to Third Degree status on 1/31/16. We held our monthly meeting on January 28, recapping a busy Christmas season and outlining plans for the next few months.

During January, the Knights participated in the following activities:

- Free Throw contest at All Saints Catholic Academy 1/16
- Special Olympics basketball 1/24
- SMM Hospitality Sunday 1/10
- PADS 1/22

Men's Club:We started this month by helping take down the Christmas decorations in the church. For the Appreciation Dinner we helped the band with both set up and take down. We also supplied the wine and beer for the dinner. We provided men for two shifts at Loaves & Fishes Food Pantry. There were 73 members present at our monthly meeting. On Friday we hosted a card night with 35 people in attendance. A great time was had by all. And finally we supplied wine for the Women's CRHP Dinner.

Nursery: There will be a toy wash in February.

Pastoral Care: No update.

Peace & Justice Advisory Working Group: We just finished our latest parish social mission weekend. The theme was "Proclaim Release to the Captives" and the advocacy focus was to invite parishioners to sign postcards directed to Senator Mark Kirk to encourage him to support re-authorization of the Juvenile Justice & Delinquency Prevention Act. We had 235 parishioners participate in this effort. Our next social mission weekend will take place on the Feast of Corpus Christi, May 28-29.

Earth Care Sub-Committee: We just concluded our Christmas Light Recycling campaign for the year. We collected the same amount of lights as in previous years and we consider the program a success. Unfortunately we are no longer getting any money for this recycling effort.

Pro-L.I.F.E. Committee: No update.

St. Vincent de Paul: This month we helped 9 families with rent and utilities. Checkbook balance is ok.

September Club: The September Club did not meet in January.

Sharing Parish: Checks totaling \$4500.00 were sent to three Aurora Catholic Grammar Schools for 2nd semester tuition assistance for seven students.

--Submitted by Cabrina Attal

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Hearts on Fire!

Parish Theme & Calling Activities, Programs and Initiatives for 2015-16

CATECHIST FORMATION DAY (AUGUST 29): All RE catechist attended a presentation on our parish theme and calling including ideas on how to bring the theme and calling into their class presentations.

PARISH THEME KICK-OFF LITURGIES (SEPT. 12/13) Special attention was given to our theme and calling during these weekend liturgies.

HOMILY & LAY REFLECTORS WORKSHOP (SEPT. 20): A workshop explaining our parish theme and calling with ideas of how to include them in homilies and lay reflections. was attended by Fr. Paul, Fr. Pat, our deacons and lay reflectors.

PARISH CONVOCATION (SEPT. 23): All parishioners were invited to hear about our new parish theme and calling and to talk about what excited them and what caused them anxiety. Attendance was lower than it was at our previous convocation but the response from most attendees was good.

SMALL FAITH SHARING GROUPS (FALL & WINTER): A four-session small faith sharing group process was developed to introduce parishioners to our theme and calling; to give them an experience of some of the discernment done to create our theme and calling; and to begin developing skills and confidence in living out our calling. Approximately 100 parishioners signed up for groups in the fall. Additional opportunities were offered in the winter.

BUSINESS BREAKFASTS: CATCHING FIRE! ENCOUNTERING JESUS IN THE PARABLES (SEPTEMBER – MARCH): These monthly programs focused on experiencing Jesus in the Gospel parables. All the speakers were pastors from area Protestant Churches. Averages of 18-25 parishioners have attended these breakfasts.

EVENING ENRICHMENT

- Prayer: Just What Do You Think You Are Doing (Nov. 18): Focused on encountering Jesus in prayer. Attended by approximately 40 parishioners.
- Got Forgiveness? Our Call to Forgiveness & Mercy (Feb. 17) Evening interactive program on forgiveness.

MORNING ENRICHMENT

- Seeking a Personal Relationship with God (Oct. 14) Attended by 55 parishioners.
- What is Spirituality Anyway (Dec. 9) Different spiritual pathways to encounter Jesus. Attended by 40 parishioners
- Moments of Grace: Stoking the Embers of Faith (Jan. 6) About setting our hearts on fire. Attended by 35 parishioners)
- Is the Kingdom of God at Hand (will be held on Feb. 10th)

DAYS OF QUIET (AUTUMN & SPRING): Deepening our relationship with God by learning to encounter God through the changing seasons. The autumn retreat had 22 participants. Spring retreat will be in May.

ADVENT AT-HOME RETREAT: GAZING ON THE FACE OF JESUS (NOV. 29 – DEC. 4)
14 parishioners participated in this home retreat.

ENCOUNTER JESUS (MEN'S & WOMEN'S RETREATS). The women's retreat will be held February 12-14 and the men's retreat will be held February 26-28.

ADVENTURES IN CONTEMPLATION: Opportunities to encounter Jesus through contemplation. This is open only to those who have made the Spiritual Exercises of St. Ignatius. We have a total of 35 attending this 6 month journey.

CRHP RETREATS: This year our theme and calling have been part of the team planning meetings and speakers are encouraged to incorporate the theme and calling into their witness talks. For Men's CHRP: 10 presented and 9 attended. For the Women's CHRP: 13 will present the retreat; to date 17 are registered.

FRESHMAN RETREAT (Nov. 13-14): Focused on Encountering Jesus, using the Emmaus Story as our narrative which includes talks and prayers surrounding this concept.

SOPHOMORE RETREAT: (Feb. 19-20) Will be focused on the gifts of the Holy Spirit and how we can use those gifts to live out the Gospel call as Catholics. While we will not be using language specific to the Missional Directives, the ideas very much parallel each other and encourage our confirmandi to use their gifts of power and love.

PARISH SOCIAL MISSION WEEKENDS: All parish social mission weekend themes were based on the second part of our parish calling, "We are called to live authentic Christian lives committed to God's Kingdom; demonstrating the principles of love, forgiveness and mercy. We believe that living this way begins with our fellow parishioners and extends to the entire world." An average of 200 parishioners participated in each of the social mission advocacy campaigns.

- Embrace the Kingdom of Justice & Mercy (Sept. 26/27)
- Making Room for the Kingdom of Compassion (Oct. 10/11)
- Proclaim Release to the Captives (Jan. 23/24)
- We are the Body of Christ for the World (May 29/30)

COMMUNICATIONS:

Parish Website: Information about the parish theme and calling are posted together on the website by accessing a button on the homepage. Categories of information included on the webpage include: "We are a Mission-Focused Parish," "Our Parish Theme Statement," "Small Group Sign-Up," "Parish Convocation Presentations," and "Pope Francis and Our Parish Theme & Calling"

Constant Contact: All of the programs stated above were promoted through our constant contact lists.

Outdoor Sign(s): Parish theme and calling banners were created and displayed throughout the year.

Parish Bulletin: In addition to promotions for all the activities and programs listed above our bulletin included:

- **Pope Quotes:** At least once a month a quote from Pope Francis related to some aspect of our theme and calling was published in the bulletin.

- **Lectionary Reflections:** Weekly parish theme lectionary reflections were published in the bulletin during Ordinary Time weekends.
- **Reflections & Resources:** A reflection by our staff apprentice Rebecca Siar entitled, “Evangelii-whaaat?” was published in the bulletin. We also reprinted a column from America Magazine entitled, “Having the God Talk” and we published the link to another column in Commonweal Magazine entitled, “Kids in the Kingdom” which talked about the challenge parents have talking to their children about their personal relationship with Jesus.
- **Hearts on Fire Lenten Prayer:** A prayer for Lent based on our parish theme statement (Feb. 13-14)



Hearts on Fire!

**Come Encounter Jesus
Embrace His Kingdom**

Parish Theme & Calling, 2015-17

-- Submitted by Tom Cordaro
