

St. Margaret Mary Parish, Naperville, IL
Pastoral Council Minutes
May 3, 2016

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

Members Absent: Janene Parisi, Jessica Schoder, Carl Van Dril

Guest Presenters: Bruce Cox, Virginia Cox, Sue Schroeder

Discernment Candidate Observer: Mary Oliphant

Guest Observer: Carrie Tilton

Council President Mike Newell called the meeting to order at 7:00 p.m. in the Upper Room. Tom Cordaro led Council with the parish theme's calling prayer.

Mike introduced tonight's guest presenters, including Sue Schroeder (Finance Committee Chair) and parishioners Bruce and Virginia Cox. He also introduced Mary Oliphant (At-Large Representative Discernment Candidate) and Carrie Tilton (incoming CSC Representative), who would be observing tonight's meeting.

APPROVAL OF APRIL 2016 MEETING MINUTES:

Don Wenig motioned to approve the meeting minutes from April 5, 2016, with Cabrina Attal seconding, and the Council approving these. The minutes, along with Commission reports, will now be posted onto the Council's online web page.

PARISH BUDGET REVIEW AND APPROVAL FOR FY 2016/17: Sue Schroeder, Finance Committee Chair, reviewed the proposed parish budget for FY 2016/17, as prepared by the Finance Committee. She noted that the \$800 amount originally budgeted for PADS [Public Action to Deliver Shelter] was recently decreased to \$500, due to generous collections received at the Good Friday liturgy. Some other expenses were decreased, e.g. staff healthcare insurance premiums (as provided through the Diocese). Pastoral Council and CWC [Christian Worship Commission] have increased their budgets.

Although the Finance Committee has some concerns about a slight decrease in Sunday collections, Sue stated that she feels comfortable with the FY 2016/17 budget, with its "not being that far off." Collections still need to be closely monitored for any upcoming shortfalls. There was some discussion about whether or not Easter collections might be lower, due to Easter having occurred during spring break. It was also noted that good continuity in collections is maintained through the automated ParishPay system, especially important throughout the summer months and during any holiday travel times.

SMMP sends an annual payment to the Diocese, according to its annual assessment. The pastor's salary is also set by the Diocese.

Neil Gorman motioned to approve the Parish Budget for FY 2016/17, with Victoria Kosirog seconding and the Council unanimously approving. The approved Parish Budget will be submitted to the Diocese of Joliet prior to the 6/01/16 deadline.

Administration Commission: Although Council had received neither a current Administration Commission report nor a Finance Committee report sent in advance for the Council's May meeting, Sue noted that Administration meets as needed. Administration had frequently met about the Parish Center Air Handling Unit replacement and parking lot light replacement projects. According to Fr. Paul, Administration is pleased with the first half of the parking lot light replacement work [for the lights on the Naper Blvd. side] – one change to these is forthcoming.

Neil Gorman recommended that Council Representatives should make presentations at each of the Sunday Masses on a targeted date in FY 2016/17 about the parish budget needs and upcoming repair and replacement projects. It is hoped that such presentations would have good impact on bolstering an increased amount in collections and an increased use of automated giving. Sue Schroeder noted the importance of building up the parish Repair & Replacement fund, e.g. for future parking lot replacement.

Mike Newell thanked Sue Schroeder for her presentation tonight. According to Mike, this had been the "smoothest budget process" that he has experienced during his three-year term on Council.

PRESENTATION ON "HOW MONEY WORKS" CLASS PROPOSAL: Long-time SMMP parishioners Bruce and Virginia Cox presented about a possible 3-4 session program on "How Money Works," which they offered to conduct at SMMP for free. Each session would be approximately one-hour long and would include time for questions and answers. They had originally approached Fr. Paul about doing this, which they followed with tonight's presentation. Council expressed some concern about how these classes would fit in with Catholic values and about their being offered within the parish facility.

At next month's meeting, Council will review and discuss Bruce and Virginia Cox' proposal to offer 3-4 class sessions on "How Money Works" at SMMP. Mike Newell thanked them for their 20-minute presentation tonight. He will notify the Coxes about Council's upcoming decision.

PARISH TOWN HALL MEETING (6/05/16): Tom Cordaro reviewed the tentative agenda, along with additional plans, for the Parish Town Hall Meeting on 6/05/16. The Town Hall Meeting will follow the 10:45 a.m. Mass and be held in the Upper Room. Although there was some concern raised about the Boy Scouts' Pancake Breakfast being held on that same day in SMMP's Parish Center, it was suggested that some tables be set up in the Upper Room so that Town Hall Meeting attendees could bring their pancake breakfasts upstairs during the Town Hall Meeting. Tom will check on the ending time for the Pancake Breakfast, with hopes that a 12:15 p.m. Parish Town Hall

starting time would be compatible with this other event. Due to summer schedule, there will not be a 12:30 p.m. Mass offered then.

The tentative Town Hall Meeting agenda and assignments include the following:

- Opening Prayer (Mike Newell)
- Pastoral Council -- 2015-16 Highlights (Mike Newell)
 - Communications Committee
 - Parish Theme Small Groups
 - Parish Theme Survey
- Christian Worship Commission -- 3-4 Highlights for 2015-16 (CWC Representative)
- Christian Education Commission – 3-4 Highlights for 2015-16 (CEC Representative)
- Christian Service Commission – 3-4 Highlights for 2015-16 (CSC Representative)
- Administration Commission – 3-4 Highlights for 2016-16 (Administration Representative)
- Parish Financial Report (Sue Schroeder)
- Q & A
- Closing Prayer (Fr. Paul)

Victoria Kosirog will handle light refreshments. Although Tom Cordaro will be unable to attend the Town Hall Meeting due to his being away on retreat, he will put together PowerPoint word slides for the Town Hall. **Each Commission should submit 3-4 text slides or 3-4 highlights from the past year [to be made into text slides] to Tom Cordaro by 5/30/16. Each Commission is responsible for providing a Representative to present the Commission Highlights at the Town Hall Meeting.** In Tom Cordaro's and Cabrina Attal's planned absence at the Town Hall, incoming CSC Representative Carrie Tilton is requested to present the CSC Highlights.

AD HOC COMMITTEE REPORTS:

Communications Committee: In Carl Van Dril's absence tonight, Neil Gorman reported that the Communications Committee has continued to survey some other key area parishes' web sites and their related communications. He noted that each of these parishes displaying excellent communications has a paid part-time staff member coordinating communications.

Carl will present to the Parish Staff on 5/17/16 about the Communications Committee's recent survey results, as previously presented to Council last month.

Victoria shared a vinyl window cling sample, incorporating the logo of our parish theme and parish name.

Parish Theme Evaluation and Survey Committee: The parish survey process is “going gang-busters,” with 277 online survey received to date. Although there were some problems initially encountered with respondents’ spouses being “locked out” of survey participation, there is much positive feedback being received about increased Parish Theme awareness. It was unfortunate that the Diocesan survey was sent out at approximately the same time as the Parish Theme survey, with the link to the Diocesan survey not working.

Tom Cordaro reported that there will be five focus groups meeting in May, with ten participants per group. Each of the focus groups will meet for one hour and will be led by Tim Duncan. Tim is President of Dot to Dot Mgt Consulting, Inc.; and his professional services, according to Tom, are “within the budget.” A separate focus group is planned for occasional travelers, regular companions, and direction setters.

Ad Hoc Nominations Committee: According to Victoria Kosirog, the upcoming parish bulletin will contain photos and reflective information about each of the candidates discerning for the two At-Large Representative positions and Youth Representative position on Pastoral Council. The adult candidates include Jim Chitwood, Mary Oliphant, and Alissa Prendergast; and the Youth candidates include Brendan Wagner and Ryan Wirth. Council members are encouraged to submit written words of encouragement to each of them, dropping these off in the collection basket or in the Parish Office. Victoria also invited Council members to attend the candidates’ 5/25/16 Discernment Meeting, adding their prayerful support and enrichment at this. The two incoming new At-Large Representatives and Youth Representative will be invited to attend the June Council meeting, at which they can speak but not yet vote.

Mike thanked Victoria for her work with coordinating the candidates’ search, nomination and discernment process.

YOUTH MINISTRY REPORT: Due to Youth Ministry Representative Jessica Schoder’s absence tonight, there was no report.

Following this, Council took a break from 8:00-8:20 p.m., enjoying refreshments provided by Tom Cordaro. Tom was thanked for these.

“WHAT ARE WE HEARING FROM PARISHIONERS” – DISCUSSION: Responses received from the Parish Theme Survey are very positive, showing an increased amount of parishioners’ awareness about the Parish Theme. For example, 30% of respondents had previously indicated awareness about the Parish Theme in the homilies at Mass vs. 48% now indicating their awareness about this. There is an upward trend of increased awareness noted in many areas included in the survey.

There is excitement being generated about the new focus groups.

The recent First Communion liturgies were “truly beautiful.” The First Communicants were actively involved in these liturgies.

Fr. Pat McDevitt’s having recently invited many of the children to encircle the altar during the Consecration and to extend the sign of peace throughout the congregation was viewed as a “grace moment” by many congregants at last Sunday’s 10:45 a.m. Mass.

COMMISSION REPORTS:

Administration: [No Commission report was submitted in advance. No Finance Committee report was submitted in advance].

Please see “Parish Budget Review and Approval for FY 2016/17” (pp. 1-2) and “Administration Commission” (p. 2) in the 5/03/16 minutes.

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

The Commission will meet in May to amend and approve the By-Laws.

It was noted that the new bread plate, which was provided by the Men’s Club for the Eucharist, is very beautiful but heavy.

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

Janene Parisi, CEC Representative, was absent.

There was some discussion tonight about the last Morning Enrichment program, “Summer Reading for the Soul” (4/20/16). Both the panelists’ and attendees’ book recommendations and sharing were excellent. Victoria will include some of the book recommendations from this in the upcoming parish bulletins.

Christian Service: [*CSC Report: May, 2016* was electronically submitted by Tom Cordaro in advance, a copy of which is shown hereto].

According to Neil Gorman, who has represented SMMP at the South DuPage Deanery meetings, SMMP appears to be “leading the pack” in evangelization efforts. Many participating parishes have asked for copies of our parish’s *Hearts on Fire!* small-group reflection books. St. Raphael Parish has invited SMMP to present about its current parish theme, missional directives, and the small faith-sharing groups centered around the parish theme. Neil recommends that a SMMP Pastoral Council Member continues to represent SMMP in the South DuPage Deanery group.

FINAL “WHIP” AROUND: Comments included:

- “Good meeting.” [4 participants’ comments]
- “Wonderful meeting:
- “I actually made it through an entire meeting without speaking!”
- “I’m thankful to have stayed through the entire meeting to observe.”
- “Special thanks to the Nominations Committee.”
- “As I will not be at the June meeting, I want to thank the group of you who will be moving off Council and for the opportunity to have worked so much with you.”
- “As this will be my last meeting (with my not being here in June), what an honor it’s been to have served with you. It’s been a long trek, and I’ve been so very impressed with each of you, as you’ve moved and worked out of your comfort zones.”
- “Special thanks to Cabrina – this has been a long good-bye. We’ll hopefully see you again.”
- “Thanks, especially to Tom, for a great year.”

CLOSING: Tom Cordaro offered tonight’s closing prayer. Following this, the meeting concluded at 8:45 p.m.

The next meeting will be held on Tuesday, June 7th at the home of Mike Newell. This will also include the election of new officers.

Opening/Closing Prayer (June): Mike Newell

Refreshments (June): Mike Newell

Respectfully submitted,

Marlyn Ligner Steury
Recording Secretary

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

No CWC Meeting held in April 2016. The next meeting will be scheduled for May.

Open Items:

- CWC By-Laws amendments will be revised, reviewed and voted on in May 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

CWC Chair: Nothing to report

Youth Altar Servers: Nothing to report

Family Altar Servers: Nothing to report

Art & Environment: Nothing to report

Baptism Assistants: Nothing to report

Bread Bakers: Nothing to report

Eucharistic Ministers:

- Ken and Barb will conduct a few training sessions in the months of May or June.
- Sue Carroll is attempting to schedule EMs using Google docs rather than the old scheduling system, which had a lot of issues.

Greeters: Nothing to report

Lectors: Nothing to report

Linen Launderers: Nothing to report

Liturgy Development: Nothing to report

Music: Nothing to report

Sacristans: Nothing to report

Submitted by Brian Pelz



CEC Ministry Reports For May 2016

Adult Education: Sr. Madelyn Gould

BIBLE STUDY - Next year's study will focus on the books of Isaiah and Jeremiah.

BOOK STUDY - The book for March is JESUS A PILGRIMAGE by James Martin. Thanks to Ken Miles for facilitating this group.

BUSINESS BREAKFAST - The committee has met twice, planning the programs for 2016-17. May 14th will be the final planning session after which we will publicize the program. The program focuses on core values we need to live by in order to have an integrated life.

EVENING ENRICHMENT - Two sessions have been sponsored focusing on "The Francis Effect." David Spesia from the Diocesan Evangelization office has effectively presented "The Joy of the Gospel" and 'Laudato Si.' On May 18 he will focus on 'The Year of Mercy' and on June 1st Tom McGrath will speak about the book "Dear Pope Francis." Both adults and children are invited to this event in the Upper Room.

MORNING ENRICHMENT - Twenty were present for the session on Summer Reading for the Soul. Our panelists – Cabrina Attal, Kathy Morrison, and Ken Miles- did a superb job sharing books that had touched their soul. Guests enthusiastically shared materials that are meaningful to them. It was a perfect start to summer reading.

The Morning Enrichment Committee met April 26th to begin planning sessions for the Fall. Susan Murray and Jane Lambertson are no longer serving on the committee. Cabrina Attal, sadly, will be moving so cannot remain as a committee member. We are grateful for their years of service.

The Spring 'Day of Quiet' will be held on May 20th at St. Procopius Abbey. At present 12 are registered.

Reflection materials are composed and ready to go to press.

RETREATS - Both women and men's teams are preparing for discernment on May. Sr. Madelyn has been asked to write an article about the benefits of CRHP for the diocesan R.E. Newsletter. She has also been asked to help parishes who wish to begin this valuable renewal process.

Regarding the Preached Retreats that take place at Cardinal Stritch Retreat House in Mundelein, Sr. Madelyn is interviewing a priest this week who will hopefully work collaboratively with Al Gustafson and Sister. Al and Sister met this week to begin planning the topic for the retreat.

"Adventures in Contemplation" led by Al Gustafson, will meet on the second Monday of the summer months. A small committee has been named to help plan the sessions for October – March.

RCIA - We have two women and two men in the new group of RCIA. Things are going well. Mary Oliphant graciously accepted the invitation to lead the class when Ken Miles and Sr. Madelyn attended the "Francis Effect" talks.

SPIRITUAL DIRECTION - I am seeing fewer directees during the summer months

Sr. Madelyn will be on vacation from May 4-9th.

PreK–Grade 5: Sue Davey

Classes end on Saturday, May 7th. So far only 6 catechists have confirmed that they are returning next year and 11 catechists have confirmed that they will not be returning.

Several have advised that they are returning to work full time. One of the RCIA candidates expressed interest in becoming a catechist. I will follow up with her. This year 72 children received First Communion on April 9, 10 and 17th. Laurie Manzardo provided the photography for all three Masses. Debbie Linton has agreed to coordinate the Children's Masses again next year. JoAnn Jeffreys hosted a dinner meeting for the Liturgy of the Word (LOW) volunteers on April 27th. The last LOW for the year will be the weekend of May 28/29.

Youth Ministry: Dan Lawler

We are promoting our summer activities including Camp Rock and Xtreme Taste of Faith for junior high. Our high school events include the diocesan Youth Leadership Conference, Notre Dame Vision Conference, YNIA Service Trips, and a diocesan local service week Mission X. We are exploring offering some one day service opportunities also.

We have finished interviewing the sophomore confirmandi as they finish their preparation for confirmation. Most interviews have shown the importance of a regular prayer life including Mass, family faith traditions, and serving the wider community. Our rehearsal for Confirmation is on Monday, May 2nd; and Confirmation will be on Friday, May 6th at 7 pm with Abbott Austin presiding.

We are working on planning for next year, including having a stronger focus on community and service events for all grades, after receiving feedback from catechists and parents. We hope to finish our calendaring in the next couples weeks and communicate with our families before the end of the year.

All Saints Catholic Academy: Anne-Marie Cronin

The Executive Committee of All Saints Catholic Academy is pleased to announce Mrs. Melissa Santos as the new principal of ASCA to succeed Dr. Sandy Renehan, our retiring founding principal. Mrs. Santos comes to All Saints Catholic Academy from Michigan, where she has been principal of Guardian Angels Catholic School in Clawson for 2 years. Her education background includes 26 years as an administrator, a special education specialist and a teacher in the classroom.

-- Submitted by Janene Parisi



CSC Report: May, 2016

CHARITY WALK: Plans for our May 21st community charity walk to benefit Naperville CARES is going well. On-line registration is now available through our website. Business sponsors are responding positively to our request for donations. The communications staff person at Naperville CARES will be promoting the event through their own network of supporters and will handle the media work for this event. Our outdoor banners are posted on Naper Blvd and volunteers are being recruited for the event.

BLOOD DRIVE: The next blood drive will be on June 11th in the Parish Center.

CHARITABLE CONTRIBUTIONS: Charitable Contributions has not needed to submit a report since this past January, because all funds were expended in December 2015. We will not meet again until September 2016.

DAYBREAK TRANSITIONAL HOUSING; We moved in our new guest and his six year old son on April 30th. We are looking forward to working with this family.

KNIGHTS OF COLUMBUS: The Council held our April meeting on Thursday April 28 in the Upper Room. We were pleased to welcome new members, Daven Carlson, Eric Grownney, and Will Bates to our Council. During April, the Knights participated in support of PADS on April 21, Special Olympics soccer at Hinsdale South on April 17 and Special Olympics track on May 1 at North Central College. We are looking forward to continued volunteer and financial support for the Parish Walk on May 21.

MEN'S CLUB: We had 68 members present at our April Meeting. April has been a busy month for service projects for our club. On April 2nd we assisted in distributing food at Loaves & Fishes, On the next 3 Saturdays, we did our April in Parish Project. This year we worked at the homes of 2 parishioners. We did a spring cleanup at the church and rectory, spread mulch, and painted some rooms. At one home we repaired screens and replace a screen door. We also patched a hole in the kitchen ceiling and then repainted it and the family room ceiling. Both families were extremely thankful for the work we performed. This past Saturday we again spread mulch around the trees and beds at Church. We want to thank our Boy Scout Troop for their assistance on some of these projects.

NURSERY: The numbers for last month are as follows; 4/3: 9:00 7 kids 4 families. 10:45 none. 4/10: 9:00 4 kids 3 families, 10:45 1kid 1 family. 4/17: 9:00 1 kid 1 family, 10:45 3 kids, 3 families. 4/24: 9:00 2 kids 2 families, 10:45 1 kid, 1 family.

PEACE & JUSTICE ADVISORY WORKING GROUP: Our last parish social mission weekend will take place on the Feast of Corpus Christi (May 28/29), and we will be joining parishes throughout the diocese and faith communities across the country in advocating for an increase in U.S. global maternal and children nutrition program funding. The dates for our parish social mission weekends in the next fiscal year are: September 24/25, October 22/23, February 4/5 and February 25/26. **EARTH CARE COMMITTEE:** Special educational inserts were published in the bulletin in April as part of our Earth Day commemoration. Information/Display tables from SCARCE were added to the April 27th program on the Pope's environmental encyclical.

PRO-LIFE COMMITTEE: No special programs are planned for the summer.

SEPTEMBER CLUB: On Wednesday afternoon April 6, 2016, 37 members and guests gathered in the parish center for a catered lunch. We opened the meeting with a prayer. April birthdays and anniversaries were recognized. All present were encouraged to remember those who are ill in their prayers. Watch for the announcement for details of our May meeting in the weekly bulletin.

SHARING PARISH: Burpee Seed packages were delivered to Village Bible Church in Aurora for the immigrants using the garden plots the church is providing. Seven of our recipients of Partial Scholarships to Aurora Catholic Schools, and their families, joined us for the 10:45 am Liturgy and lunch on Sunday, April 24. They were invited to bring up the Offertory gifts, and, after Communion, the students expressed appreciation for what their Catholic education has meant to them. They were very warmly received by the parishioners, both at the 10:45 Mass and at the 12:30 Mass, at which all seven spoke again during the announcements before Mass. The annual Garage Sale is scheduled for Friday, June 24 and Saturday, June 25. Donations will be accepted from Saturday, June 18 to Wednesday, June 22. Everyone is welcome to join us at any time during working hours in Garage Sale week. Many hands are needed!

-- Submitted by Tom Cordaro
