

St. Margaret Mary Parish, Naperville, IL

Pastoral Council Minutes

September 6, 2016

Members Present: Jim Chitwood, Tom Cordaro, Fr. Paul Hottinger, Victoria Kosirog, Julie Lomax, Mary Oliphant, Brian Pelz, Carrie Tilton, Carl Van Dril, Brendan Wagner, Don Wenig, Tom Zakosek

Members Absent: None

New Council President Carl Van Dril called the meeting to order at 7:01 p.m. in the Upper Room. Victoria Kosirog read the opening prayer, as prepared by Carl. He then welcomed all of the Council members, including tonight's new attendees: **Julie Lomax (CEC Representative); Carrie Tilton (CSC Representative); and Brendan Wagner (Youth Representative)**. Each of tonight's attendees then provided a self-introduction.

APPROVAL OF JUNE 2016 MEETING MINUTES:

Don Wenig motioned to approve the meeting minutes from June 7, 2016, with Jim Chitwood seconding, and the Council approving these. The minutes, along with Commission reports, will now be posted onto the Council's web page.

NEW BUSINESS:

Council Meeting Sign-Up: Carl requested that each Council Member sign up to provide refreshments and offer/prepare an opening/closing prayer at one of the upcoming monthly meetings in 2016-17. A sign-up sheet was passed around for this.

Council Committee Heads: In accordance with the 2015-16 Council's recommendations, Council's two main committees, the Appreciation Dinner and Nominations, will each be headed by both a continuing and new Council member. After Carl provided some additional information about these committees, volunteers were sought to head them for 2016-17. Don Wenig and Jim Chitwood will head the Appreciation Dinner Committee, and Carl Van Dril and Mary Oliphant will head the Nominations Committee. Carl reminded Council that full Council participation and involvement are expected for these.

The Parish Volunteer Appreciation Dinner will be held on 1/14/17. The Nominations Committee will begin its process in February/early March for the search and subsequent discernment process to obtain two new At-Large Members on Council.

REVIEW OF PARISH LEADERSHIP WORKSHOP DAY (8/20/16):

Tom Cordaro led a follow-up discussion about the recent Parish Leadership Workshop Day. Some comments offered tonight about this included:

- "Very fluid"
- "Interesting and well-organized"
- "Exceeded my expectations"

- “The information provided in advance was very helpful”
- “Good use of time”

Two Ad Hoc Committees were formed tonight in response to the two proposals created at the recent Leadership Gathering.

1. Carl Van Dril, Julie Lomax, and Jim Chitwood will draft a two-year plan for helping our parishioners more fully live out our current Parish Theme and Calling. Tom Cordaro or Carl will facilitate this committee, with Council’s subsequent review and approval [for completion in November 2016].
2. Carrie Tilton, Tom Zakosek, and Brian Pelz will draft a proposal for possible future changes to our three-year parish discernment cycle, as based on the Adult Formation Committee’s November 2016 evaluation. Tom Cordaro will facilitate this committee [for completion in December 2016].

Tom Cordaro will contact these Ad Hoc Committees by email. He will send meeting results to Council and discuss these with Staff.

Fr. Paul, Carl, and Tom Cordaro will be meeting tomorrow at 9:15 a.m. with the Adult Formation Committee. They will be inviting the Adult Formation Committee to join in the work on expanding the Parish Discernment Cycle. All Council members are invited to tomorrow’s meeting.

Tom Cordaro confirmed that the Ad Hoc Committee for Parish Theme Evaluation and Survey has now finished its work. It will conclude by communicating its findings to the focus group participants. Tom stated that this Ad Hoc Committee had done a very good job.

COMMUNICATIONS COMMITTEE:

Welcome/ Information Table: Victoria Kosirog presented a tall, rolling, shelved cart to be used as a “Welcome/ Information” Table in front of the Library near the Church Main Entrance. This cart could hold many important resources, e.g. parish directory, parish calendar, and a reference binder. Council discussed the importance of staffing it with people who are truly welcoming and who can effectively communicate much information about the parish. Another important task for the “Welcome/Information” Table volunteer is to relay important information gathered back to the Parish Office, Commissions, and parish ministries groups. Victoria also referred to the information desk, which is staffed at St. Joan of Arc Parish, and to the information kiosk stocked with pamphlets at St. Raphael Parish. Victoria will pilot using this rolling cart as a parish “Welcome/ Information” Table shortly on Sundays.

“Hearts on Fire” Window Clings: As part of the Parish Theme kick-off weekend occurring this coming weekend, 5-inch color “Hearts on Fire” window cling decals will be available for purchase for \$5.00 apiece after the Masses. Fr. Paul had approved the purchase of one hundred window clings, at a production cost of \$2.75 apiece. Profits from the window clings sales will go to PADS, and additional window clings can be ordered at a later date. These car window cling decals can help identify our faith community and add energy to the Parish Theme and Calling. These window clings were

developed in collaboration with the Communications Committee (Victoria Kosirog) and the Liturgy Development Committee (Mary Oliphant).

Parish Communication Evaluation Summary and Action: Carl presented the Communications Committee's recent findings to Staff in late May 2016, which included a follow-up discussion. The weak infrastructure for parish communications was duly noted, highlighting the need for a dedicated staff member for parish communications, e.g. to connect the parish bulletin with the parish website.

The committee will present a proposal to Council by the October meeting, requesting the establishment of a new part-time staff position for Communications. The proposal will include a list of responsibilities and roles for this position.

Following this, Council took a break from 8:10-8:20 p.m., enjoying refreshments provided by Carl Van Dril.

PLANNING FOR FUTURE COUNCIL MEETING TOPICS:

Carl invited Council to offer ideas about future meeting topics and vision points. Among ideas shared were:

- Review/ revisit Council's by-laws (last revised in 2008)
- Increase Council's awareness of world-wide church visioning, thereby becoming a better learning community
- Improve Council's connection with the many parish ministries

At next month's meeting, Council will discuss and set its goals for 2016-17.

PARISH PICNIC (9/11/16): Council members are reminded to wear their nametags at the upcoming parish picnic. Tom Cordaro indicated that the nametags will be inside an envelope in the Council's mailbox (which is the farthest upper left mailbox located along the wall near the elevator in the Parish Center). Council members in attendance should mingle and welcome attendees at the Parish Picnic. Although Carl expressed regrets that he would not be able to attend this year's picnic, he offered many thanks to the Men's Club for organizing and running the picnic as their annual primary fundraising event, much of which directly assists the parish.

"WHAT ARE WE HEARING FROM PARISHIONERS" -- DISCUSSION: A couple of Council members discussed their recent interaction with millennial and teen parishioners. There is a group of four teens who are interested in starting a service group on a regular basis – they are being connected with Youth Ministry Director Dan Lawler.

COMMISSION REPORTS:

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

Fr. Paul reported that some work has continued on the new parking lot lights and that the parking lot sealing will be done in September or October. The new HVAC work is completed, except for problems with the air handler system in the Chapel and

Confessional. The new air conditioning system is working well in the Main Church, although some parishioners report that it is too cold. The reupholstery work on the Main Church's chairs is going very nicely, although some parishioners note that they miss the upholstered chairs at the back of the church..

Christian Worship (CWC): [*Christian Worship Commission Monthly Report to Parish Council – September 2016 and Save the Date!! October 2, 2016, 6:30 p.m. – The Mystery and Call were electronically submitted by Brian Pelz in advance, a copy of which is shown hereto*].

Brian Pelz, CWC Representative, stated that the review and revision of the Commission's bylaws are currently under way and that this is "revitalizing and invigorating" – the Commission will vote on these revisions at its upcoming meeting later this month. He extended an invitation to the Liturgy Development's Formation Night on 10/02/16, featuring Fr. Pat McDevitt. The Bread Bakers will resume baking bread for the Sunday Eucharist, starting this month. Lastly, Brian stated that the Men's Club made a generous donation for reupholstering the church chairs.

Christian Education (CEC): [No Commission report was submitted in advance].

Julie Lomax, new CEC Representative, reported that the Commission had met earlier today and that Religious Education classes will start next Monday. While the Religious Education Office has typically experienced much registration "chaos" at this time of year by last-minute registrants and by those wanting class changes, registration appears to be much more orderly this year. It appears that the new Religious Education registration policies, including having a late August registration deadline date, change fees, and late registration fees, are having a positive effect. In addition, the new policy does not allow for any class changes to be made until after the new classes have actually started.

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

Carrie Tilton, new CSC Representative, stated that the Commission will meet on Thursday, with all of its ministries invited to meet twice per year. The Commission will hold a formation meeting in January or February, and their budget meeting will be in February.

Daybreak Transitional Housing Ministry: Carl reported that Council had formally approved SMMP's Daybreak Ministry in August 2016 to become a new Program Partner with Bridge Communities for one transitional apartment for a two-year period. [SMMP's Daybreak Ministry is also in a sponsorship agreement with Catholic Charities for another transitional housing apartment]. According to Carl, there are six new mentors who have volunteered to work with SMMP's new sponsored family and who will attend the monthly meetings with Bridge Communities.

FINAL "WHIP" AROUND: Comments included:

- “Good meeting.”
- “Smoothly run meeting.”
- “We’re off to a great start.”
- “Good meeting.”
- “Looking forward to some new proposals.”
- “Good vibrations about tonight’s meeting”
- “A very informative night”
- “Tonight’s meeting flowed well.”
- “Excellent meeting”
- “Very interesting meeting – looking forward to this year ahead.”
- “Looking forward to working with all of you this year.”

CLOSING: Council members took turns reading aloud parts of the closing prayer as prepared by Carl. Following this, the meeting ended at 9:05 p.m.

The next meeting will be on Tuesday, October 4th in the Parish Center (downstairs), starting at 7 p.m.

October Opening/Closing Prayer: Don Wenig
October Refreshments: Don Wenig

Respectfully submitted,

Marlyn Ligner Steury
 Recording Secretary

.....

Christian Worship Commission
Monthly Report to Parish Council
September 2016

No CWC Meeting held June, July or August 2016.

Open Items:

- CWC By-Laws amendments will be revised, reviewed and voted on in September 2016.
- Review software and process used for scheduling EM, Altar Server, Lector and Greeter schedules.
- Discussion of Sensory Friendly Liturgy presentation
- Review and improve process with establishing Gift Bearers
 - Brian to ask the Parish Council members to sign up to be gift bearers

CWC Chair – No CWC meetings held in June, July or August

Youth Altar Servers: Nothing to report

Family Altar Servers:

- There are three families so far this year for Family Servers.

Art & Environment:

- Reupholstering the chairs, sanctuary and worship space adjustments in progress. Tentative completion by November.

Baptism Assistants: Nothing to report

Bread Bakers:

- Baked bread for Eucharist begins again in September.

Eucharistic Ministers:

- Begin process to find a new EM coordinator. Barb Ryan has served for six years.

Greeters: Nothing to report

Lectors:

- Lector schedule sent out a few weeks back.

Linen Launderers: Nothing to report

Liturgy Development:

- Liturgy Dev. supporting the window decals for the T/C.
- Liturgy Dev. sponsoring Fr. Pat's presentation on Oct. 2 for all liturgical ministers. Open to the parish.

Music:

- Contemporary choir had a wonderful turnout throughout the summer masses. Practices started up again last Thursday.

Sacristans: Nothing to report

-- Submitted by Brian Pelz

.....
Save the Date !! October 2, 2016, 6:30 PM

The Mystery and Call

Dear Friend:

There's a very special "Thank You" evening planned for all Liturgical Ministers. It begins with a wine and cheese social - followed by a presentation by Fr. Pat McDevitt, our weekend associate - and concluding with a commissioning of all ministers.

Fr. Pat, will bring his energy, enthusiasm and, insights to inspire and guide us in our ministries. Besides his input, there will be opportunities for questions and small group sharing.

Fr. Patrick McDevitt, C.M., Ph.D., is an Associate Professor at DePaul University in the College of Education. He has a strong background in counseling education, assessment, ministry and

leadership. Fr. Pat has an extensive record for professional and civic leadership on boards and professional associations. He brings many perspectives to the conversation on collaboration and community building.

More information will be coming through the bulletin and from the coordinator of your particular ministry. As liturgical ministers, we made a commitment of time effort and willingness to grow..... This is the reason attendance is not only requested but expected on Oct 2nd of all Liturgical Ministers

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

Bereavement: No report.

Blood Drive:

The next Parish Blood Drive will be held on Saturday, October 15th. The Knights of Columbus will sponsor the drive. Ken Peluso of the Knights is the contact person. (Submitted by Joan Allemeier)

Boy Scouts: No report.

Charitable Contributions:

There is no report from the Charitable Contributions Committee since we will not have our first meeting of the year until Sept. 13th. (Submitted by Joe Straka)

Daybreak Transitional Housing:

I am closing the loop on this item. There were many explicit approvals and no expressed concerns. The Daybreak committee is moving forward with this [supporting a 2nd homeless family] given the formal approval by the SMMP pastoral council. (Taken from an email by Carl VanDril)

Funeral Ministry:

Nothing to report. (Submitted by Kathy Kalina)

Knights of Columbus:

Activities in July and August 2016

- PADS support, clean up and linen return on July 22.
- Knights supported financially and participated in 5K Run for Life sponsored by St. John the Baptist Church in Winfield on July 16.
- K of C Council Business Meeting on July 25.
- PADS support, clean up and linen run on August 19.

- After being contacted by SMMP Eucharistic Ministry, Knights helped clean the apartment, did laundry and put bookcase together for disabled lady Bernadette in our parish.
 - K of C Council Business Meeting on August 25.
 - Knights sponsored and gave out Rosaries to (28) First Communicants and Confirmandi of 2016 at August 27th and August 28th masses. Will have Parish office contact those that did not receive rosaries so they can receive them.
 - Knights brought up gifts at masses on August 27th and 28th.
- (Submitted by Dan Patt)

Men's Club:

We had 74 members present for our August Meeting, At this meeting we prepared tickets for our Picnic, and held the Early Bird drawing won by Mathew Peske. Our Members presented gifts at all the Masses on August 20th & 21st. We also sponsored Hospitality Sunday. Making final preparations for our Annual Picnic on September 11th.
(Submitted by Gus Fischer)

Nursery: No report.

Pastoral Care: No report.

Peace & Justice Advisory Working Group:

Our first parish social mission weekend this fall will take place on September 24/25th. The theme of the weekend will be, "Embrace the Kingdom: Healing the Economic Divide." The advocacy focus of this weekend will be expanding the Earned Income Tax Credit. On Sunday, November 13th we will be hosting another Fair Trade fair in the Upper Room. There will be fair trade products from Ten Thousand Villages Store in Glen Ellyn. We will also invite the North Central College students to sell fair trade coffee.

Earth Care Sub-Committee: Nothing to report.
(Submitted by Tom Cordaro)

Pro-L.I.F.E. Committee:

I attended the "take my hand not my life" conference sponsored by the diocese. The speaker gave two talks on assisted suicide. Both were very informative.

We will start the Baby Bottle collection on Oct 1-2. Waterleaf and Woman's Choice Center will benefit from the collection. The Knights of Columbus will help with the distribution of the bottles.

Life Chain will be held on Sunday, October 2.

40 Days for Life starts on Sept 28. Prayer vigil sites are at Planned Parenthood in Aurora and Access clinic on 75th Street in Downers Grove.

(Submitted by Mary Ann Cronauer)

St. Vincent de Paul:

In addition to gas and food vouchers, We helped five families / individuals the past month. As usual all involved single women or women whose husband was not able to work.

Checkbook balance ok.
(Submitted by Chuck Hinds)

September Club:

To celebrate Father's Day on Wednesday, June 1, 2016 at 2:00, 33 members enjoyed lunch at Walker's Charhouse. All men attending were presented with a lottery ticket. Members were asked to remember those members who are ill in their prayers. June birthdays and anniversaries were recognized.

On Wednesday afternoon July 6, 2016, 37 members visited Monarch Landing for lunch. July birthdays and anniversaries were recognized and all present were asked to remember those who are ill in their prayers Ray Mayer gave a short talk. A tour was offered.

On Wednesday afternoon August 3, 2016, 33 members gathered in the parish center for a an ice cream & desserts. We opened with a prayer. August birthdays and anniversaries were recognized and all present were asked to remember those who are ill in their prayers September meeting will be a potluck.
(Submitted by Antoinette Patt)

Sharing Parish:

The Scholarship Fund Garage Sale, held on June 23rd, 24th ,25th, raised \$10, 000 to be used in providing tuition assistance in the 2017-2018 academic year. Major recipients of the leftovers were St. Vincent de Paul Society, Wayside Cross Mission, and Sharing Connection. The flute that we did not sell was donated to The Salvation Army. They provide both the instructors and the instruments for free music lessons at more than twenty Chicago Public Schools, the intruments being those that are customarily heard in the Salvation Army band. They also have resources for the repair of the instruments. The assistance of the Knights of Columbus, the Men's Club, and Boy Scout Troop 507 with the clean-up and the packing of the St. Vincent de Paul truck, and long hours of work during a week of preparation by nearly a hundred volunteers made it all possible.

\$11,000 from previous Garage Sales has been appropriated for the current school year for partial tuition payments for ten children in seven families at three Catholic Grammar Schools in Aurora: St. Rita of Cascia; St. Therese of the Child Jesus; and St. Peter.
(Submitted by Martha Rose)

Compiled and submitted by Carrie Tilton, CSC Representative