

**St Michael Catholic Community
Parish Council Minutes
May 7, 2013**

Attendees:

P	Chadwick, Virginia	P	Nevens, Lester R. (Les) - Alternante
P	Dillon, Nancy	A	Paul, Elvera
P	Galos, Artemio Rev. (Tim)	P	Quaine, Michael Rev.
P	Hall, Laurie	P	Rizzi, Phyllis
A	Healy, Larry	P	Sandelich, Mike
P	Kook, Kim - Secretary	P	Seckel, Sr. Arlene
P	Lucas, Sr. JoAnn	P	Smith, Shane– Vice Chairperson
P	McKenzie, Keith	A	Smolarz, Amy M.
P	Murphy, Robert – Chairperson	P	Sukes, Shirley A.
G	Carol Thomas	G	Ida Misuraca
G	Arlene Hoffer	G	Stan Ortwein
G	Paul Chancy	G	Ann McKenzie
G	Beverly Adkins	G	Joan VanHoorelbeke
G	Claudia Welbes	G	Tony Pecoraro
G	Judy Taegal	G	Vernie Dale
G	Isabel Stoey	G	Christine Salata

P = Present, A = Absent, G = Guest

Call to Order: The meeting was called to order at 7:02 pm – Bob calls the meeting to order

Reading of the Mission Statement - All

Opening Prayer – Kim Kook

Approval of Minutes – April 2, 2013 minutes were not approved as there was no April Meeting.

Presentation of Commission Objectives:

- Sr. Arlene presented the status of the Christian Services Commission Objectives
- Claudia Welbes & Judy Taegal presented the status of the Education Commission Objectives
- Sr. JoAnn presented the status of the Stewardship Commission Objectives
- Arlene Hoffer presented the status of the Worship Commission Objectives

Note: Additional information associated with each of the objectives can be found in the Goals Review section of the minutes. All Goals have been updated.

Review with the Parish Council

- **Keith** - It was wonderful to hear from all of the commissions
- **Shane** – Great to see where we are from where we were a year and a half ago

Pastoral Team Reports –

- Fr. Mike: Pastor’s Report
 - Our first CSA weekend yielded a phenomenal 376 gifts with \$66,891.00 in cash making up a total of \$114,876.00. A fantastic first weekend. Many thanks to Bob and Cathy Campbell, Judie Taegel and our team of auditors, social hall collectors, our brothers in the Knights of Columbus and of course our Parish Council. A great job. Congratulations.
 - As of today 7 May we are still waiting for our building estimate from our preconstruction manager firm, McCarthy-Smith. Our initial estimate was a bit of sticker shock, 2.6 million. Paring down the phase two portion of the project

and putting the chapel on hold we are anticipating an updated estimate in a few days. As reported by Mr. Campbell in last weekend's CSA talk, we still need to furnish, provide security and technology for the addition, all of which is over and above the estimated costs of the building, but I am convinced that we are well within our means and it will get done. It may take longer than anticipated, but it will happen.

- Currently we are waiting permission from the Archbishop to appraise our old Activity Center for possible sale in the future. The purpose of this assessment is to realistically set an anticipated amount to help cover the cost of the new addition. We had a preliminary assessment—selling the center to an organization of like purpose, i.e., another church, and we were given a rough estimate of \$400,000.00. This newer assessment is to look to the larger business community, e.g., medical offices or businesses to see about the possibility of interest from a wider market and that it may hopefully yield a higher sale price. Time will tell.
- In speaking about the sale of the old Activity Center I have heard again some anxiety over the continuation of our programs—religious education, MCREST, AA, etc. I wish to state again, clearly, that we will not interrupt our current programs. If we, by some fluke, sell the AC ahead of time and make a large amount of money from the sale, it will be up to me to find ways to accommodate our programming. Programs fulfill the mission. It is my job to see that the mission is fulfilled. I cannot promise that things will always look the same—change happens, but I will say that the mission of St. Michael will continue through the RE programs, MCREST, AA.
- We have been discussing in our Finance Council the whole issue of security and I think I need to address that in this forum. We have noted from the newspapers that a number of area churches have been hit—Ss. Rene Goupil, Lawrence, Terese Lisieux, and a Lutheran church in Clinton Township. Not surprisingly these churches have been hit after the AOD announced that some staff member at St. Thomas More had \$10,000.00 in her desk drawer and that someone's chalice valued at \$10,000.00 was missing at St. Terese. In my opinion, this sort of reporting is naïve and foolish. Anyone who can read might conclude that churches are an easy target and, apparently a couple of enterprising young men wanted to find out how easy it was. Fortunately, the police apprehended three young men in connected with these break-ins and seemingly, this whole rash of theft is over. Nonetheless, the Finance Council is continuing to investigate security procedures and the revamping of our alarm system—specifically in our counting room, to give further assurance. According to our alarm system, we are doing everything in our power to protect ourselves against these sort of unfortunate issues.
- Msgr. George Miller will be returning to St. Ronald Parish from Guest House on Monday May 20th. He will be resuming his usual slate of duties there as pastor. Please continue to keep him and our other priests in your prayers.
- We are finishing up on our First Communion classes this year. We limited the number to 12 children at each masses (making it manageable), increase parental guidance at organizing children in the sanctuary, and eliminated the CSA weekend as a possible choice for first communion families. This arrangement worked very well and I would like to express my gratitude to our religious education staff for working with me in this effect.
- Finally, Confirmation will occur at St. Michael on Wednesday November 20. Notably, the confirmed will be a combination of young people from both St. Michael and St. Ronald parishes and Archbishop Vigneron will be the celebrant.
- Deacon Larry –
 - Nothing received
- Father Tim
 - The same, just do what Father Mike wants him to do.

Council Chairperson's Report / Parishioners Viewpoint – Bob

- Nothing to discuss
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Break – Keith McKenzie

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Old Business

- Submit nominations for next year’s group of potential council members. Anyone with nominations should submit them at the meeting - name and phone number please.
 - Bob to call all nominees to see if they will accept and the selection will be held on May 19, 2013 at the 9:45am.
- Discuss if we want to host another welcome mass in June and coordinate it.
 - The Welcome Mass will be held in June.
- Status of New Activity Center - Included in Father Mike’s Report
 - Discussed the new Phase 1 for the Activity Center which will include a portion of Phase 2 and the cost will be a little more expensive than originally priced out.

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New Business

- Shirley - mentioned that the bathroom doors are too heavy for the elderly to open. Need to think of replacing the doors
- Bob – Edging on the sidewalk walking to their cars have stumbled over.

Goals Review followed by, current report if available

- ***Christian Service*** – Sr. Arlene
 - PROGRESS ON GOALS:
 - Goal 1 - Identify the work of evangelization and integrate that work into the mission of the parish and ultimately the lives of the community.

Objective	Measure	Timing	Status
Design and distribute and information sheet to local hotels for travelers, which lists our location and current Mass schedule.	Obtain approval from local hotels to provide brochures in rooms	05/2012	November 2012, Joann Zaleski visited five hotels at Hall Rd. and the Van Dyke expressway to see if they would need such information. Al requested a business card for their files which Cynthia Malow designed with input from the Christian Service Commission. The card features the St. Michael logo, contact information, and the times of the weekday and weekend Masses. At the beginning of December, 2012, Joann delivered the information cards to La Quinta, Holiday Inn, Hyatt, Marriott Courtyard, and Staybridge. All were glad to receive the information so they could respond to their customer’s requests for nearby churches.

Goal 2 – Call all members of the parish community (for example families, youth, singles, divorcees, and widows/widowers) to a more active life in the church.

Objective	Measure	Timing	Status
<p>Sign a Sunshine Banner at an Ice Cream Social. This would involve creating and signing a banner to send to nursing home, military base, hospital, or other venue where support or advocacy are needed. Publicity will target above demographic.</p>	<p>Deliver banners to nursing home, military base, hospital, or other venue where support or advocacy are needed.</p>	<p>05/2013</p>	<p>An original objective, of hosting an ice cream social at the Parish Mission. Only two people responded to the Messenger article asking for evening help, but one of them, a widow, joined the Commission. Another lady, a single person, was personally invited to join the Commission earlier in the year and has just accepted the nomination to be chairperson for next year. We also continued work with an earlier objective, which was accomplished this year. For the first time, a young adult, Melissa Tuscany, facilitated the Chili and soup Taste Fest. This took place on January 27, 2013 and 231 people attended and over \$2600 was raised for charity. Melissa has agreed to facilitate a Pizza Taste Feast next year, and young adult Kayla Chadwick will be her co-chair.</p>

NOTE: Bob mentioned St. Vincent DePaul got 7 additional resources who are actively involved

- Goal 3 – Increase the participation of teens and young adults (20 – 35) in the life of the parish community.

Objective			Status
<p>Recruit and train teens to provide a birthday party to seniors. This might involve buying prizes, providing entertainment, assembling favors, and making phone calls to those who signed up at the Festival of Ministries to bring dessert, buy prizes, and provide a present for each resident.</p>	<p>Recruit 2 – 5 teens</p>	<p>05/2013</p>	<p>An invitation to assist with this ministry was extended to teens at the Festival of Ministries in September 2012. Ida Misuraca spoke to Claudia re choosing a date teens were more likely to be available and the best way to contact them. The date of Saturday, February 9, 2013 was chosen. Personal calls were made to the two teens who responded at the Festival of Ministries. CS mentors Carol Bontomasi, Margaret Pudyk, and Ida were required to get background checks, which they did. Cameron Lee and Alyssa Kummerl helped by serving ice cream and cake and playing Bingo. Sanctuary housing manager Sheri Kayl sent a thank-you note to Vernie, saying, It was delightful to have teens join us. It is always a treat to have young people get involved with the seniors.</p>

- **Education** – Virginia Chadwick

- PROGRESS ON GOALS:

Goal 1 – Identify the work of evangelization and integrate that work into the mission of the parish and ultimately the lives of the community.

Objective	Measure	Timing	Status
Offer formation of Evangelization <ul style="list-style-type: none"> • What is Evangelization? • How to Effectively Evangelize To Parish Council, all commissions, catechists and all interested parishioners.	Attendance Numbers	9/18/2012	Completed
Highlight the aspects of evangelization(through the Messenger and commission sub-groups) in our current work – FLT, Youth, and Adult Formation	NA	09/2012	Ongoing
Introduce and Begin Using Reminder 101: Texting reminders to youth group and parents	Receive emails of approval from the teens and parents	Ongoing	Ongoing

Goal 2 – Call all members of the parish community (for example families, youth, singles, divorcees, and widows/widowers) to a more active life in the church.

Objective	Measure	Timing	Status
Use parish census to contact all parishioners with children ages 4 through 14 who are not currently enrolled in FLT and invite them to join.	Compare number of letters sent to number who register children in FLT	2012/2013 school year	Completed – <ul style="list-style-type: none"> • Have children of Sunday School age (4 & 5 years old) – 113 letters sent • Have children in first grade in fall – 90 letters sent • Any registered family who has school age children, grades 2 thru 8, that are NOT in the FLT program - 215 postcards sent
Expand Festival of Ministries to include personal witnessing and personal invitation.	Increase of participants in the various ministries	09/2012	Pending
Reach out to parents of newly baptized babies instead of waiting until the children are 4 years old.	Difficult to measure a feeling of welcome	2013 – 2014 beginning next school year	Not started and pending for 2013-2014

Goal 3 – Increase the participation of teens and young adults (20 – 35) in the life of the parish community.

Objective	Measure	Timing	Status
Invite all youth, especially the newly Confirmed, to assist in FLT classes, Sunday School, Sunday Fun 4 Kids and / or CLW	How many invitations are sent and how many youth participate.	2013/2014 School Year	Timing date changed to 2013-2014
Be available to consult with all committees, commissions, and ministries, and parish organizations of the parish Youth Vision Statement.	Quarterly survey of various committees, commissions, and ministries, and parish organizations	On-going	See letter addressed to Parish Council and other commissions.
Invite commissions to speak to Confirmation candidates to participation into the life of the church by joining one of the Commissions, for example, Worship, Stewardship/Finance, Education, Parish Council, St. Vincent De Paul	Increase in youth participation in various commissions and in their activities	Summer 2013	Timing changed to summer 2013 because Confirmation candidates program is in summer.

• **Finance / Stewardship Commission**- Sr. JoAnn

- Meeting held on January 21, 2013
- PROGRESS ON GOALS: –

Goal 1 - Identify the work of evangelization and integrate that work into the mission of the parish and ultimately the lives of the community.

Objective	Measure	Timing	Status
Learn the definition of the term evangelization as determined by the AOD	Determine how to apply this definition to St. Michael.	05/2012	Continued study of how evangelization is implemented in Stewardship
Analyze the Census – active volunteers, active financial supporters, analyze inactive members and contact them via letter and/or phone call	Discover the reasons for inactivity; discuss ways to encourage activity; implement plan	In progress	Mailings for CLT helped. More implementation needs to be done.

Goal 2 – Call all members of the parish community (for example families, youth, singles, divorcees, and widows/widowers) to a more active life in the church.

Objective	Measure	Timing	Status
#1 - Festival of Ministries	Determine number of responses in September 2012 and compare number of responses in September 2013	09/2013	Fewer than 20 New people – 1 person in Stewardship
NOTE: Bob mentioned St. Vincent DePaul got 7 additional resources who are actively involved			

Goal 3 - Increase the participation of teens and young adults (20 – 35) in the life of the parish community.

Objective	Measure	Timing	Status
#3 – Provide dedicated space for teens and young adults to gather on Parish property	Indicate number of active teens and young adults at June 30, 2012 and indicate number of active teens and young adults at June 30, 2013.	2012-2015	In process – many, many meetings with Youth Minister and all other appropriate persons.

• **Worship** – Laurie Hall

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- PROGRESS ON GOALS:

Goal 1 - Identify the work of evangelization and integrate that work into the mission of the parish and ultimately the lives of the community.

Objective	Measure	Timing	Status
Undertake a learning process to understand “Evangelization”	Attendance at scheduled training.	9/2012	Completed
Incorporate intentions in this liturgy that support the work of Evangelization once per month; also include a closing prayer highlighting evangelization at the same liturgy. Use lectionary to choose most appropriate week each month.	Survey parishioners to determine if the work of Evangelization is part of their regular prayer.	10/2013* Dependent upon parish introduction to Evangelization	Not Started
#3 - Create a prayer for Evangelization – print in Messenger as a “Cut-out” to keep	Printed in Messenger.	11/2012	Completed
Utilize Facebook and the website to post prayers and information about Evangelization.	Track numbers of comments/LIKES received.	11/2013	Not Started
Work with other Commissions to coordinate formation and Evangelization opportunities.	Identify one collaborative activity.	05/2013	Not Started

Goal 2 – Call all members of the parish community (for example families, youth, singles, divorcees, and widows/widowers) to a more active life in the church.

Objective	Measure	Timing	Status
#1 - Publish articles in the Messenger to explain the Mass clearly so that all who participate understand their role and able to actively participate.....	Survey parishioners to determine if they have read the articles.	09/2012 through 08/2013	On Track.
In conjunction with Religious Education, hold a “monthly participation” Mass.	Masses held that include classes.	10/2013 through 04/2014	Not Started

Goal 3 – Increase the participation of teens and young adults (20 – 35) in the life of the parish community.

Objective	Measure	Timing	Status
Incorporate adult activities with FLT gatherings.	Hold on activity together – use an evangelization tool to determine effectiveness / appropriateness.	03/2013	Not Started
Hold a vicariate-wide Youth Mass once per quarter. Young people from all parishes would be invited to take on all liturgy planning and all liturgical roles.	Provide an evaluation tool to survey attendees / participant’s response to this Mass and willingness to continue.	01/2013	Not Started
Enhance current efforts to engage teens following their Confirmation. Incorporate information into lesson plans; work with Youth Minister to educate and encourage each Confirmed on Worship ministries.	Number of youth participating compared to previous years.	11/2012	In process – Working with Youth Minister to revamp communication to recently confirmed
Initiate a quarterly “Theology on Tap” gathering of 20 – 35 year olds at a local establishment. Invite Seminarians from Sacred Heart to lead a discussion including worship topics of interest.	Number of participants / survey participants to determine value of gathering.	02/2013	Not Started

- **Vicariate** – Phyllis Rizzi
 - Mergers of Parishes that were approved- St. Irene and St. Joseph, St. Hedwig and St. Francis D’Assisi, St. Justin and St. Mary Magdalene.
 - St. Leonard of Warren relegated to Profane Use was approved. Also St. Sylvester (Warren) and St. Edmunds will merge as of July 1st with worship to be held at St. Edmunds and new name will be St. Faustina Parish. A proposed Policy on the Use of Funds from Sale of Property in Parish Mergers – see handout. Att.
 - Msgr. McClory gave on update on Changing Lives Together-\$82.2 million/74 Parishes in Wave 5, AOD goal is 135 million.
 - Msgr. Hogan gave information of a May6-10 Clergy Retreat, St. Paul’s Retreat House and May 14, Dr. Mary Healy-training for Post-aborted Ministry for both priests and seminarians.
 - Lori McGlennen will present an overview of Together in Faith at the June 17th meeting.
 - Fr. Tim Birney said there are presently 43 Detroit Seminarians information. One has left. Four more are leaving. Projections for next year are 43. Next year Tim and staff will have a special focus on the minority presence regarding vocations. He is doing more with Social Media – High School age students and Young Adults no longer respond to phone calls or emails; they prefer tweets ’texting and Facebook.
 - The Archbishop is concerned about the decreasing number of parishes who no longer are doing the RCIA.
 - No May Vicariate meeting is scheduled.
- **Youth** – ???
 - None

Roundtable

- **Laurie** –
 - Send out a copy of all of the goals from each commission, send them out to each of the commission leads and include thank-you for all their hard work and for attending the meeting.
 - Need to have the commissions who complete an objective that the stretch and come up with another objective
- **Shane** – suggesting that the commissions can work together to create new goals and work with together. This may bring in new people into another commission.
- **Sr. JoAnn and Laurie** - suggest when individuals change ministries that that information be tracked along with people getting involved in ministries.
- **Bob** – Format of the presentation should be used every year.
- **Father Mike** – is amazed how far we have come with a Mission Statement, Goals, and Objectives since he first joined the parish eight years ago.

Closing Prayer – Kim Kook

Meeting Assessment – Very well facilitated and information was communicated effectively to all the commissions.

Meeting Adjournment – 8:36 PM

Next Meeting – June 4, 2013

Respectfully submitted,

Kim Kook