

**St Michael Catholic Community
Parish Council Minutes
September 2, 2014**

Attendees: (see completed chart immediately below)

P	Brown, Deanna (Alternate)	P	Quaine, Rev. Michael
A	Chadwick, Kayla (Alternate) (Excused)	P	Reid, Jim
P	Chadwick, Virginia	P	Ricciuti, Renato (Secretary)
P	DiNoto, Karen (Vice Chairperson)	P	Rizzi, Phyllis
A	Eddins, James	P	Sandelich, Mike (Chairperson)
A	Galos, Rev. Artemio (Tim) (Excused)	P	Smolarz, Amy M.
P	Hall, Laurie	P	Sukes, Shirley A.
A	Lucas, Sr. JoAnn	P	Waddell, Susie
A	Nevens, Lester R. (Les) (Alternate) (Excused)		
P	Peckham, David		

P = Present, A = Absent, G = Guest, (Excused) = Excused absence

1) MEETING OPENING

- a. **Call to Order:** The meeting was called to order at 7:00 PM by Mike Sandelich.
- b. **Reading of the Mission Statement** – Attendees read the St Michael Catholic Community Mission Statement.
- c. **Opening Prayer** – Attendees read an opening prayer led by Virginia Chadwick.
- d. **Approval of Minutes** – The June 2, 2014 minutes were approved by Virginia Chadwick and David Peckham.
- e. **Other:** Returning members welcomed the new members and all members introduced themselves, providing their brief personal background information for one another.

2) PASTORAL TEAM REPORTS

- a. **Fr. Mike:** No report.
- b. **Fr. Tim:** No report (excused absence).
- c. **Pastoral Associate - Laurie:** Two people have requested to participate in the RCIA program this year. If they are the only two, we may do things differently than the traditional process. Phyllis asked whether we'd combine services with another parish if we only have 2 people in RCIA, e.g., St Ronald or St Matthias. Laurie stated we'd definitely be open to all ideas. Renato asked about soliciting volunteers through the forthcoming Festival of Ministries, and Laurie stated there will be sign-up sheets there with descriptions of responsibilities.

Regarding Baptism, individual preparation of couples with children is occurring. Laurie requested volunteers to assist with the preparation as well as ongoing follow-up afterwards. It's been a very rewarding experience.

Regarding funeral services, Laurie stated many have been occurring.

3) CHAIRPERSON'S REPORT / PARISHIONERS' VIEWPOINT

Mike: Mike recalled how welcomed he felt when he joined this Parish many years ago after relocating from another state. Also, instead of being quickly denied for certain services, this Parish always has tried to work with him to figure a way for providing service. Other Council members agreed with Mike that this definitely is a welcoming Parish. Mike provided hand-outs to each Council member, of the St Michael Catholic Community Parish Council Constitution, to help ensure we are all familiar with its contents. Mike commented about more clearly setting both short and long-term goals, leading into the next agenda item of reviewing the goals for the various commissions.

4) REVIEW OF GOALS FOR COMMISSIONS

Three existing goals for the various commissions are as follows:

- a. Identify the work of evangelization and integrate that work into the mission of the Parish and ultimately the lives of the community.
- b. Call all members of the Parish community (for example families, youth, singles, divorcees and widows/widowers) to a more active life in the church.
- a) Increase the participation of teens and young adults (20-25) in the life of the Parish community

Mike stated he feels the goal developers have done a really good job. He requested we review the goals to assess whether they're still relevant after the several years they've been outstanding. Mike stated we'll be reviewing the goals over the course of 2014 and that we may do so over several meetings the entire 2014-2015 Parish Council year potentially. Mike suggested we read the contents in the "Finance/Pastoral Council Guidelines" binder that was provided to each member. Mike also suggested that we review the goals presentation slide deck that we went over at the June 2, 2014 Parish Council meeting.

Mike asked for comments on where we want to be as a Parish five (5) years from now.

David suggested we not only maintain parishioner membership but increase it, as this is a very welcoming and fair Parish.

Fr. Mike stated the work of the Parish Council is leadership. More of the nuts and bolts details is done within the Commissions. Youth Ministry continues to be a challenging one, for 11 years now. There continues to be demand from parents regarding our youth. There will be a youth room in our new activity center project. Fr. Mike encouraged us as both leaders and parents, to articulate needs to him. It's very important work and he depends on that work to move this Parish.

David stated how our current 3 Goals for Commissions all have a "welcoming" theme in common with them.

Father Mike talked about how we need to continue to be in touch with the world we live in, for example with all of the Social Media, and that he looks to us to keep him in touch with that.

Laurie asked Mike if he believed there's a disconnect with the 3 Goals versus the objectives in our Commissions. Mike responded not necessarily, and that we need to make sure the commissions' goals are what we actually want to do. Laurie then talked about how the Goals are the umbrella items we hoped to achieve, and that objectives are the work of the Commissions, and that she does not believe there is a disconnect. Laurie then called for the people of the Parish Council to weigh in on whether they thought we should be reworking the goals.

Mike opened up the floor to comments.

Phyllis stated she felt discussing the goals once a year was often enough. She stated the commissions need more time to work towards achieving the goals.

Renato commented that the deadlines for achieving goals should drive the cadence on when we review progress towards achieving those goals.

Laurie talked about metrics and how they were difficult to develop as it's sometimes hard to measure achievement of the goals.

David commented that it's not Parish Council's role to tell the commissions what to do. Mike agreed with David.

Amy commented that maybe we could have a new "welcoming committee" that could answer parishioner questions, having a one-on-one connection with parishioners, if even a couple of times per year, to give the community a chance to voice questions and/or concerns to the Parish.

Laurie stated that our front office provides informational packets to new parishioners and that the desk is always very welcoming and answers questions. Shirley mentioned a personal connection is more effective than an informational packet that you might forget about.

Mike stated our Council should continue working on further refining goals, and then the commissions can continue to do fine work towards achieving them.

5) BREAK: Virginia provided snacks and refreshments.

6) OLD BUSINESS

- a. **Activity Center:** Fr. Mike provided an update in that new construction has been going on for a while now. He encouraged all members of the Parish community to please be patient and courteous with one another during the construction time period. He reminded everyone that the main entrance door will be closed for most of the construction project except for Sunday Masses. The room near the Men's restroom will be the main construction contractor's room. While grounding out tree stumps, the parking lot lights power lines were accidentally ground up too. Please be careful especially as it becomes darker sooner, until the repairs are made. Father suspects we'll need to remain very flexible and supportive of one another during construction. Father wants all programs to be maintained throughout the project. We will need a lot of volunteers especially for our religious education classes, especially for our children as he wants them more supervised. Cathy "Mac" will take care to ensure we have proper supervision of children.

b. Commissions current reports:

1. **Stewardship** – Sr. Joann Lucas

No report.

2. **Worship** – Laurie Hall

There has not yet been a meeting.

3. **Christian Service** – Virginia Chadwick

Per written report provided and read into the record, “The Christian Service Office had a busy summer. Spent a lot of time fine tuning the Interfaith Volunteer Caregiver Program in order to bring our program up to the central office requirements for member churches. We will have a speaker from IVC to speak at all mass on October 4 & 5 (Respect Life Sunday); in order to talk to our parishioners about IVC and also to hopefully obtain more volunteers. A Christian Service Recap article will be in this weekend’s bulletin to share with the parish how we have enhanced and enriched our programs and activities. Our first meeting will be held September 18, 2014 where our members will be signing up as facilitators for this year’s projects and activities. Our first event is this weekend – MCREST Shelter Week Bottle & Can Drive”.

4. **Christian Education** – Virginia Chadwick

Per written report provided and read into the record, titled “FLT report to Parish Council, September 2, 2014”. “Sunday School begins during the 9:45 mass on the 28th. Sunday School is for 4 and 5 year olds. FLT classes begin on Monday the 29th. Classes will be held at Graebner Elementary, for children who attend Graebner during the school day, and in the Church Social Hall for all other students. On Monday evenings we will also use Meeting room A and the East Gathering space. Classes will be on Mondays at 4:30 and 6:00. We will vacate the building by 7:30 so other groups may meet at that time, if necessary. We will be using the entire space on Mondays until 7:30. We have 2 classes scheduled for Tuesdays at 4:30. All children will be out of the building on Tuesdays by 6pm so the space can be re configured after Monday classes to accommodate activities on Tuesday evenings after 6. This information is important as according to the archdiocese safe environments policy, any adults alone with children must have a background check on file, so we need to be aware of common areas including the bathrooms. All entrance and exit activity will be through the west doors. Parents are required to come in to the building to pick up their children. We do not plan to use the east doors. We do not meet every week. Class schedules are available in the FLT office and the parish office if anyone needs to know which Mondays we do not meet.

This will be our last year at Graebner Elementary. It is very convenient and family friendly for our Graebner families but Utica Schools has just started charging \$25 per classroom per hour so beginning next year the entire program will be housed in our beautiful brand new building.

We had a successful summer program for all of our 8th graders and a vast majority of our 6th and 7th graders. The summer program also consists of several required workshops and outreach

activities during the school year. This program is extremely popular as it helps simplify family life during the busy school year.

Confirmation is scheduled for Wednesday, Nov. 5 at 7pm with Bishop Cepeda.

This fall we will have 1 Sunday School class, 3 first grades, 3 second grades, 4 third grades, 3 fourth grades, 4 fifth grades, 1 sixth grade and 1 seventh grade class.

All of our catechists and building supervisors are in place and we look forward to a very good year.”

5. **Vicariate** – Phyllis Rizzi

They have not had a meeting but probably will sometime this month.

6. **Youth** – Vacant

No report.

7. **Evangelization Committee** (“subsidiary of Parish Council”) – Bob Murphy

Laurie stated that the Christ Life Program was purchased last year; Bob Murphy is very engaged in the program. It’s recommended by the Archdiocese. The Program’s recommended to begin around Christmas time, but may begin in January 2015. Sept 12-13 there will be a big training program for instructors; volunteers are needed that meet a specific set of attributes. Program has lots of video and social media. 3-part program (7 weeks each). 1st program for “lapsed” Catholics. The other programs are for much more engaged Catholics.

Mike Sandelich stated he would invite Bob Murphy to future Parish Council meetings.

David asked whether we should have a representative from Knights of Columbus attend our Parish Council meetings regularly. It was decided not to.

7) NEW BUSINESS

- a. A volunteer sign-up sheet for prayers and refreshments at future Parish Council meetings was sent around the table.
- b. Vacant Youth Commission: Ms Claudia will look for someone to fill the vacancy.
- c. Parish Council members will provide coffee, donuts, cider, and serve as greeters for the Festival of Ministries after all Masses the weekend of September 13-14, 2014. Mike will send out a sign-up sheet via email to ensure we have coverage for every Mass. Virginia stated she would be present for each Mass, and that she would order, pick up and bring to church the cider and donuts.
- d. Round Table – Laurie and Fr Mike provided an **enrichment reflection assignment** for each member. Review it and please come prepared for an honest discussion at our next meeting. This may likely be discussed for several meetings, and, help generate new and/or refined objectives to work on.

8) MEETING CLOSING

- a. Closing Prayer** – Attendees read a closing prayer led by Virginia Chadwick.
- b. Meeting Assessment** – It was generally agreed that we had a successful meeting.
- c. Meeting Adjournment** – 8:49 PM motion to close meeting by Fr Mike, seconded by Virginia.
- d. Next Meeting** – October 7, 2014

Respectfully submitted,

Renato Ricciuti
Parish Council Secretary