

**St. Michael Catholic Community (Sterling Heights, MI)
Parish Pastoral Council – Meeting Minutes
September 1, 2015**

Mission Statement

St. Michael Catholic Community is a welcoming parish where people come together to worship, learn and grow in faith. Through our actions, we demonstrate our beliefs in fellowship, service and generous tithing of time, talent and treasure. We care for one another and receive comfort and support in our own time of need. All are encouraged to participate in the journey to live by Christ's example and build the Kingdom of God.

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

P	Brown, Deanna (2 nd Year)	P	Murphy, Bob (Evangelization Committee)
E	Chadwick, Kayla (3 rd Year)	P	Peckham, David (3 rd Year)
P	Dale, Jason (1 st Year)	P	Petras, Christie (1 st Year)
P	DeRey, Mary (Christian Service Commission)	P	Reid, Jim (Vice Chairperson)
P	DiNoto, Karen (Chairperson)	P	Ricciuti, Renato (Secretary)
E	Galos, Tim (Associate Priest)	P	Rizzi, Phyllis (Vicariate Pastoral Council Representative)
P	Hall, Laurie (Pastoral Associate)	P	Quaine, Rev Michael (Pastor)
P	Hoffer, Franz (Deacon)	P	Waddell, Susie (2 nd Year)
P	Kulasa, Dave (1 st Year)	P	Warunek, Courtney (1 st Year)
P	Lucas, Sr Jo Ann (Stewardship Commission; Finance Council Chairperson)	G	Virginia Chadwick
		G	Fiona Archer

Agenda Topic Purpose: A = Activity / I = Information / D = Decision / E = Enrichment

1) MEETING OPENING

- a. **Begin Meeting:** Karen DiNoto welcomed everyone back from the summer break.
- b. **Reading of the Mission Statement:** Attendees read our Mission Statement.
- c. **Approval of June 2, 2015 Minutes:** The June minutes were approved.
- d. **Introduce new members:** New members Courtney Warunek, Mary DeRey, Deacon Franz, and special guest Fiona Archer each shared some background on themselves and were warmly welcomed. Fiona's considering assisting this Council in taking meeting minutes in the future.
- e. **Opening Prayer:** Sr. Jo Ann Lucas led Council in prayer.

2) ENRICHMENT - Sr. Jo Ann Lucas led Council in a group break-out session that helped further clarify what Council's role is, as a visionary and advisory council, to the Pastor. Participants first shared what they believed their role to be. And participants also shared what they believe are their special gifts/talents that they will use this year, posted via sticky notes on a board for all to see. Sr. Jo Ann cited Canon Law 536 that addresses that a pastoral council should be established in every parish, governed by the Archdiocese. Sr. Jo Ann shared that we are the ears and eyes for the Pastor.

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3) PASTORAL TEAM REPORTS

- a. **Fr. Mike:** Fr. Mike shared that he looks to us as the eyes and ears of the parish, especially in regards to guidance on family matters, for example issues such as drug use, etc., and he asked that we work together on social issues.
- b. **Fr. Tim:** No report.
- c. **Pastoral Associate – Laurie:** Laurie provided Renato the following written report and provided an overview to Council:

“RCIA – the RCIA team and I are currently working on this year’s RCIA process. We try to always keep the RCIA fresh by looking at our overall program each year. We will be putting a greater emphasis on the Bible this year, as well as on relationship with Jesus (our constant focus). We have three or four young women signed up already. We are truly looking forward to using the Youth Center Conference Room and having great resources to work with.

Baptisms – We’ve had a good number of baptisms throughout the summer – there is no shortage of babies! Through the sacrament of Baptism we bring many new people into the church. We are always hopeful they will find a welcoming home here and continue to worship with us and join in activities. At the conclusion of my first year doing Baptism prep, I can honestly say I have been impressed with the number of people who are already participating members, but also aware of how many people come to church only for the sacraments. We must continue to reach out to these young families.

Funerals – We have had a great number of funerals this year – we are over 170 at this point (from October 1, 2014 to present). This is far more than we have ever had. I believe much of it is due to Fr. Mike’s gracious acceptance of any or all that ask for our services. I don’t know how many are actually parishioners vs. non-parishioners, but I believe it is probably close to 50-50. We have been using the Youth Center gathering space for in-state and it generally works very well. Beautiful and private setting.

Coming Up – Festival of Ministries is September 12/13 and we hope everyone will participate.”

- d. **Deacon Franz:** No report.

4) BREAK: Karen provided refreshments.

5) OLD BUSINESS

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- a. Fr. Larry Jackson Youth Center Dedication Ceremony Update: Virginia stated that it's ready to go, and that food will be. Set-up will be at 8:00 AM, Sunday, September 6. The ceremony will be in the church. Fr. Larry will cut the ribbon on the new building.
- b. SMCC Parish Pastoral Council – Operational Procedures: Renato sincerely thanked each member of the subcommittee, Karen, Laurie, and Dave, for their hard work and dedication over the summer months in helping create the draft document. Renato then provided a reminder on the approach the committee took, which was primarily to follow the format of Chapter 3 from the Archdiocese of Detroit "Handbook" document, that included several "required statements" they had to include in the procedures document, and that the committee then went over the "discerning questions" posed in Chapter 3 and made recommendations, mostly carried over the same way from our existing Constitution and Bylaws.

Fr. Mike stated something we need to be mindful of is do we want to define the document, or have the document define us (Council)? After some group discussion, it was agreed that members needed more time to review the draft and that Council members would forward to Renato suggested comments and changes prior to October's meeting with enough lead time for Renato to assemble the comments in advance.

- c. Enrichment, prayers and refreshment sign up completion (A)

6) COMMISSIONS, REPRESENTATIVES, and COMMITTEE REPORTS

- a. **Stewardship Commission** – Sr. JoAnn provided an update regarding the new Fr. Larry Jackson Youth Center.
- b. **Worship Commission** – Vacant
- c. **Christian Service Commission** –Mary provided the following written report to Renato and provided Council with an overview:

"- Our chairperson has resigned. We will have nominations at our September meeting and election at our October meeting for a new chairperson.

- We will continue our enrichment program focusing on the beatitudes this year.

- We had a late request from Sr. Ronnie to provide school supplies for about 50 children in the St. Luke's area of Detroit. Thanks to our generous parishioners we were able to provide 50 backpacks filled with supplies & an additional 6-8 boxes of extra supplies.

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- 7 parishes in the Vicariate will be hosting a series on Dementia from October through May. We will be hosting on 4-2-16.”

- d. **Christian Education Commission** -Vacant
- e. **Vicariate Pastoral Council Representative** – Phyllis stated the next meeting will be held on September 23, 2015.
- f. **Evangelization Committee** – Bob spoke about the upcoming ChristLife series program and encouraged Council members to enroll and participate in the program.

7) NEW BUSINESS

- a. Festival of Ministries sign up: As sign-up sheet for Council member volunteering was passed around for sign-ups, for the September 12-13, 2015 weekend after each Mass. Christie and Virginia will pick up donuts from Miller’s Orchard, and refreshments set-up is needed before each mass. Coffee, water and donuts will be served.
- b. Vacant Commission Representative seats (Education, Worship): Karen tabled this section as we were already near our time for meeting adjournment.
- c. Establish goals for the Parish Pastoral Council (both long-term and short-term): Karen tabled this section as we were already near our time for meeting adjournment.

8) EVENT PROMOTION -

- a. Karen tabled this section as we were already near our time for meeting adjournment.

9) MEETING CLOSING

a. Meeting Assessment: Karen tabled this section as we were already near time for our meeting adjournment.

- Was there a difference at this meeting between what we intended on doing versus what we actually did, and if so, what was it?
- What went right at this meeting?
- What should we focus on to improve future meetings?
- Who’s going to do what and by when?

b. Closing Prayer – Sr. Jo Ann Lucas led Council in closing prayer.

c. Meeting Close - Karen adjourned the meeting at 9:10 PM.

d. Next Meeting (I) – October 6, 2015

10) Future Meeting Topics

- TBD

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<u>Open Action Items</u>					
Item #	Item	Responsibility	Date Initiated	Comments	Deadline
2015-1	Review the draft SMCC Pastoral Council Operational Procedures and email to Renato any proposed revisions you may have, to be discussed at our Oct. 6 meeting.	Each Parish Council Member	9/1/15		10/4/15