

## Saints Mary and Joseph Parish Pastoral Council Meeting Minutes

August 13th, 2015

- Call to Order--7:15 PM, SHARP! Started at 7:20 Absent were: Tina and Joe. Guests: Sue and Justine
- Opening prayer—Fr. Tom (10 min)
- Pastor's Report—Fr. Tom (1 min)

### Old Business:

**a).** Ministry Volunteers—Planning Group Report--Judi (3-7 min. planned/5min. actual)

**Update:** The ministry group met and decided to continue with the “two ministry weekend” format, to be held on January 30<sup>th</sup> and 31<sup>st</sup> and February 6<sup>th</sup> and 7<sup>th</sup>. Which church will host the weekend first will depend on when we can have use of the school auditorium.

The group has contacted volunteer ministry heads to see how they are doing and whether they need more volunteers. They will also ask the ministry heads how many people they were able to contact from among those who signed up for ministries during last year's ministry weekend.

**Action:** A list of ministry volunteers will be sent to PC members that did not already receive it.

**Action:** PDF booklet on website needs to be updated; Susan Frazier will contact Denise in the office for the latest file.

**b).** The “I Give Electronically” cards for online donations are in clear view at MQP, but where are they at St. Joseph's? (5/6 min)

**Action:** Susan knows the location of the cards at St. Joseph, but they are not obvious. As there are two entrances, we will place a sign and card-holder at the side entrance and on the right-side table at the rear of the Sanctuary. We will announce the cards again in September at both campuses.

**Action:** Have notices been placed in the bimonthly envelope mail outs? Sue L. reports that the November/December mailouts will include the notice. Steve mentioned that future notices would likely incur a cost, and Carol Kater will inquire as to what that cost may be.

**Action:** Also, will instructions be sent to parish members who do use the “I Give Electronically” card about next steps for them on how to have their envelopes stop coming to their home?

**c).** Pope Francis' visit to Philly: limited interest at the parish level, and day-trip is prohibitively costly—Steve (1/2 min)

**Action Closed:** Issues getting to and from Philly, cost is too expensive.

**d).** Have PC members been attending different parish masses? Have observations been sent to Joe? Follow-up in September? ALL (3/2 min)

**Action:** Many PC members have “made the circuit” and will email their observations to Joe before our September meeting.

**e).** Coffee/Donuts continued this summer at MQP. What are St Joseph's plans? Tina (3-5/2 min)

Coffee and donuts are yet to be implemented. Justine has been in contact with Tina, who volunteered to start this at St. Joseph. We will start serving at the 8am mass, but would like to serve at the 11am also. Our intent is to institute this on the front lawn before the weather turns, then move to the family room.

**Action:** Justine will follow up with Tina. Also, we will see if there are families interested in volunteering.

**f).** Badges/Lanyards for greeters/ushers/PC members, etc. Tina (5-7/5 min).

**Action:** Tina plans to talk with Fr. Tom. First names will be written large enough so people can read them at a glance. Last names can be written a bit smaller. We need 2" x 3" magnetic badges for ushers and greeters and PC members, and we should also have some generic badges or lanyards on hand.

**g).** Invitation letter to greeters/ushers/coordinators, etc. in advance of a meeting with Fr. Tom and a few PC members. Chris (8-12/23 min).

Greeters/ushers/coordinators will meet with the priests and only a few council members. The meeting could take an hour and a half to do correctly. The letter will come from Fr. Tom.

Collectors and ushers are to be thanked for their service and encouraged to continue to put forth their best efforts to be welcoming and friendly in their ministry

**Action:** Fr. Tom will re-write the proposed letter, keeping the ideas, but putting them in the context of the words of Pope Francis. Fr. Tom wants the letter to inspire greeters and ushers to touch all who come here for mass in a very welcoming way.

**Action:** Set up a meeting date/time to include in the invitation.

**h).** Gluten Free communion process. Amy (5-10/7 min)

Amy passed out her outline of the "process". People will take it home and send her comments. We will need to ensure that the fingers of the ministers are not in any way contaminated by the regular hosts.

**Action:** Waiting on comments from PC members from Amy's process proposal.

**i).** Online parish registration has been instituted. Fr. Tom/Steve to make minor tweaks. (?/2 min.)

On the parish website, we offer electronic giving on "Contact us" and "Forms" pages as well as on a third page. We also have an electronic form for parish registration that can be printed out. Fr. Tom has been sending the info to Denise.

**Action:** Father Tom will show Denise how to access spreadsheet herself. She will check it once a week, enter the data into PDS, and send the new registrants a "welcome" mailing.

**Action:** Also, Fr. Tom/Steve to make minor tweaks to the online form.

**j).** PC Retreat is September 18<sup>th</sup> – 19<sup>th</sup> Fri. night 6-9pm and Sat. morn 8-12:30. KOC or MQP? ALL (2/5 min)

**Action:** Steve to check availability of both locations and confirm that the Knights will cook breakfast in either location on Saturday morning.

**k).** Parish Picnic is at MQP after the outdoor 11:00 AM mass celebration, Sept. 13<sup>th</sup>. Justine reports that preparations are going well so far. "Tickets" are at the back of each church for head-count purposes, and announcements are being made. Promotional "door-hangers" are ready for distribution. Council members and parishioners are being encouraged to distribute in their neighborhoods. Sue/Justine (2-5/10 min)

**Action:** Justine is looking for people to help, especially with setting up and taking down/cleaning up. This would be a good witness for council members. We could take half-hour shifts on pop-corn machine, raffles, bake-off judging, etc.

**Action:** Justine is personally inviting people from St. Joseph so the picnic can be truly a "parish" picnic with increased representation from both churches. However, the picnic should ultimately be an evangelizing event for the entire community!

**Action:** The door knob hangers are being distributed at mass this weekend, so people can start putting them on their neighbors' doors.

### **New Business:**

**a).** Welcoming Dinner for new parishioners, RCIA, Baptism families, etc., is scheduled for Sunday October 4<sup>th</sup> after the 5pm mass. PC members are encouraged to participate. Sue L/Justine (5/3 min)

Three family fun nights are planned to welcome new parishioners. Staff and council members are invited/encouraged to attend. The nights begin with a little informational input, followed by FUN!!! Still working out details, especially food.

**Action:** Sue L. will get back to us with details.

**b).** A new ministry? Therese to present ideas for preparing meals for delivery to the needy, poor, ill, and family members of recently deceased and recently baptized. (5-10/5 min)

Meals: Can we offer a week or two of cooked meals to parents of new born babies? (One of Therese's neighbors did this for someone for a new mother). We could also offer a week or two of cooked meals to a family who has lost a loved one. This ministry would not only help the people, but would give us a chance to get to know them better. Justine mentioned "Meal Share", a web-based sign-up service for this kind of activity.

**Action:** Therese will look into the Meal Share plan.

Welcome Basket: Can we personally deliver a "welcome" basket to new residents of Salem? (The "Welcome Wagon" idea). We could include a list of good places to eat or shop, to show we are not just pushing our own agenda. Welcome baskets would counter people's tendency to just stay in their houses instead of getting to know one another.

**Action:** Justine to follow-up with Steve's wife (Kay) for a list of Greater Salem Chamber of Commerce Members that would be useful for new residents.

**c).** Postponed to September meeting: PC service project. Cor Unum? Joe/All

**Action:** Add to next month's agenda.

**d).** Kyle's Shout it Out Concert, on the lawn at MQP Friday Aug 21<sup>st</sup> at 8:00 PM.

**Update:** The word is getting out about the concert in flyers, bulletins, website and FaceBook.

### **6). Other Business:**

a). Lisa R. (?/10 min): The contemporary drug plague is a tragedy. Towns are forming groups involving parents, police, and churches to discuss the drug problem. This helps raise awareness, but also helps people with the mourning process, "my friend just died". There was a period not long ago in which three young people from Salem died. Can our church initiate something? It was noted that the Salem Clergy Association (of which Fr. Tom is a member) has discussed this issue. Also mentioned was the possibility of creating a subgroup of the existing parish Bereavement Group. PC needs to follow-up on what the parish can do to address this crisis.

**Update:** Lisa R. found an article in Friday's Eagle Tribune; a round table was held on Friday, August 14<sup>th</sup> at Mary Fisk School in Salem, NH. The list of participants did not include the clergy group. Fr. Tom wrote to Donna Sytek, asking her how we can get into these conversations.

b).Judi: Fr. John sent a very nice "Thank You" note to the Pastoral Council for contributions made in his honor as he left the parish.

**7).Closing Prayer**—Fr Donal. Meeting adjourned at 9:04 PM.