

**Parish Pastoral Council Meeting
May 18, 2016**

Present: Fr. Ray, Jane Brihan (staff- ex-officio), Peg Bush, Allison Cyganowski, Rosemarie Dykeman (finance council- ex-officio) , Bruce Denner, Jacques Gagnon, Ludwig Heil, Sandy Hogan, John Sullivan, Sandy Zielie (development – ex-officio)

Absent: Eileen Bowes (staff-ex officio), Deacon Chris Everhart (staff- ex-officio) , Sue O’Malley, Fatima Walsh (staff- ex-officio)

1) **Opening Prayer** – members

2) **Minutes** – Minutes of 5-4-16 meeting were accepted and will be posted on the website.

3) **Finalizing ICC Parish Pastoral Council Operating Model:** Fr. Ray reviewed the operating model and made some final edits. The PPC voted to accept the operating model and it will be posted on the website in the near future. Ludwig stated that he will be meeting with parish staff regarding where PPC materials are posted on the website. The operating model is scheduled to be reviewed again in May 2017.

4) **Parish Structure and Ministry Liaisons:** Ludwig presented the revised organizational chart for the parish which delineates the relationship of parish liaisons to the Parish Ministry Commissions. The role of the liaison will be to educate ministries regarding the mission and vision of Immaculate Conception Parish and how the Operating Model and Strategic Plan can support our collaboration as parishioners in accomplishing our mission and vision. The following liaison assignments were decided:

- ❖ Parish Finance Council: Rosemarie Dykeman, Bruce Denner
- ❖ Stewardship and Development: Sandy Zielie, Bruce Denner, Jacques Gagnon
- ❖ Christian Service: Peg Bush, Allison Cyganowski, Sandy Hogan, Sue O’Malley, John Sullivan
- ❖ Education and Formation: Eileen Bowes, Jane Brihan, Rosemarie Dykeman, Fatima Walsh
- ❖ Worship: Eileen Bowes, Allison Cyganowski, Deacon Chris Everhart, Jacques Gagnon
- ❖ Knights of Columbus: Ludwig Heil

5) **Parish Vision:** Discussion followed regarding establishing a Vision for the parish in order to launch strategic planning. Bruce and John spoke about the importance of making the parish vision succinct, concrete and active/action oriented. Rosemarie spoke about the importance of the vision statement reflecting Catholic teaching and being “on fire for Christ”. John pointed out that we need to think about who the vision statement is speaking to. Sandy Z stressed being welcoming and accepting that different people are in different stages in their spiritual journey. After trying a few draft vision statements, members decided to pray and take some time for an effective vision statement to be developed. Members suggested that Ludwig collect members’ drafts prior to the next meeting so we can review at that time. Some statements we tried included:

- ❖ Bringing the fire of Christ....
- ❖ Shining the light of Christ for all to see.
- ❖ Shining the light of Christ to all we encounter.

John and Jacques shared some key pointers in developing a vision statement:

- ❖ Dream BIG because God is BIG
- ❖ Be concise
- ❖ Be precise
- ❖ Be different
- ❖ Seek unity in the goal
- ❖ Take your time (and take it to prayer)

6) **Communicating PPC Update with the Parish:** Ludwig proposed a timetable for communicating what the PPC has been doing this year with all parishioners. This will include a short presentation at the end of Sunday Masses as well as a longer Power Point presentation in the hall for parishioners wishing to hear more details. The update will also include the revised mission statement, the Operating Model, a flyer to be handed out after mass by the PPC members, a card board presentation with photos and short bios of PPC members, the upcoming liaison work of PPC members with the Commissions, the introduction of the Development Committee, and future plans for a strategic plan. Ludwig will also be arranging for materials to be posted on the website. The timetable for the communication plan is as follows:

- ❖ June 5: PPC members host Sunday breakfast after 7:30 and 9AM Masses with an announcement in bulletin that the following week PPC will be presenting update
- ❖ June 18-19: A PPC representative will speak after each Mass and the PPC will host a Power Point presentation in the hall after the 9AM Mass.

7) **Action Plan: Immediate tasks before next meeting:**

Item	Member(s) responsible
Prepare speaking notes & Power Point for June 11-12	Ludwig
Obtain photo and 5 sentence bio from all members	Peg
Attend a Mass/Masses and presentation June 11-12	All members
Short presentations at Masses June 11-12	To be determined
Power Point presentation June 12 at 10AM	Ludwig
Collaborate re PPC materials on website	Ludwig
Coordinate help for breakfast June 5	Sandy H
Send vision statements to Ludwig	All members
Prepare agenda for next meeting	Fr. Ray, Ludwig, Allison
Present parish budget to PPC June 22	Rosemarie
Prepare meeting minutes	Sandy H
Send approved minutes for website posting	Sandy H
Notify members of next meeting	Sandy H

8) **Next Meetings for FY 2015-2016:**
Wednesday June June 22nd, 7PM

9) **Closing Prayer: Father Ray and members**