



**PPC Meeting Minutes  
Monday December 2<sup>nd</sup>, 2019  
Loughry room 7-9p**

**Present:**

Fr Trout, Michelle Hobson, Deacon George Kashmar, Megan Pavelske, Gerry Salzman, Dennis Valentini, Marjorie Gaitan, Brian Savage, Jon Monroe

**Prayer:**

The meeting opened with CFTK/Seven Steps – thank you Fr Trout for leading us.

**Pastor Topics:**

- **Parish wide Survey/Evaluations:** We discussed this only high level – Fr Trout has a meeting on Tuesday 12/3 at which time he will be provided further details.
- **Live Lent! A 40-day challenge:** Fr Trout suggested that our parish participate in this program to help prepare for the Lenten season by providing spiritual renewal. *Live Lent!* is from RENEW International – the leader in providing faith-sharing resources for small groups. *Live Lent!* provides faith-sharing sessions for each Sunday of Lent plus personal meditations for each weekday. Cost is ~ \$5 per book – parishioners would be asked to individually purchase their books. Highlights of this program include:
  - First Sunday of Lent: "Create in Me" and "Loving and Forgiving"
  - Second Sunday of Lent: "Transfigure Us, O Lord" and "Change Our Hearts"
  - Third Sunday of Lent: "You Are Near" and "River of Glory"
  - Fourth Sunday of Lent: "The Cry of the Poor"
  - Fifth Sunday of Lent: "Be Not Afraid"
  - Palm Sunday: "Behold the Wood"

<https://www.renewintl.org/Renew/eStore.nsf/vLaunch/Home?OpenDocument&MainLink=/Renew/eStore.nsf/vPages/LiveLent?OpenDocument>

- **Update on Bishop Rojas:** Fr Trout shared the news that Pope Francis has named Bishop Rojas as the Coadjutor Bishop of San Bernardino, the nation's fifth largest diocese. Bishop Rojas is expected to relocate to the Diocese of San Bernardino in February 2020 to begin his new ministry.

### **Communication Strategy Update:**

- Fr Robinson and Janine Wilson joined us to share an update on our Communication Strategy – specifically around the recommendation to create three new groups/ministries – all focused on engaging, informing, and inspiring our audience/parish:
  - Communication Advisory Committee – led by a volunteer
  - Communication Ministry – led by Accountability Staff Lead
  - Communication Media Ministry – led by Parish Communication Coordinator

The overall desired outcome for these new groups/ministries is improved communication with current and prospective parishioners via an easy to understand platform – ultimately improving involvement, engagement, and increased giving of time/talent/treasure. **These new groups were approved as part of our overall Communication Strategy.** Attachments included for easy reference.

### **Commission Updates**

#### **Jon Monroe/Faith Formation – Highlights include:**

- Rel Ed enrollment is 764 students – short of 772 budget forecast and -5% to LY (typical trend). Promotions forthcoming to families to support registrations for 2020-21 school year
- School K-8 enrollment w/preschool is 445 (roughly same as LY)
- Confirmation retreats will be held Jan 11<sup>th</sup> and 18<sup>th</sup>; First Reconciliation/Eucharist parents meeting Jan 12<sup>th</sup>
- Proceeds from annual Knight Fund campaign will be earmarked for additional seating arrangements/flexible seating in classrooms
- The school is working to increase 8:30 daily Mass student altar servers (reviewing schedules to avoid conflicts with key curriculum/classes)
- This year's RCIA includes 5 adults – Dave Retseck and Shawn Tiemeyer are leading
- Twenty-two new individuals have signed up for Advent/CFTK
- Lindee Katdare and Dave Retseck are creating new videos entitled "Helping Others" to promote small groups
- Due to positive feedback from Fr Robinson's recent sessions on The Mass, he and Dave Retseck are planning another session in March 2020 on the Liturgy and the Mass (focus on Eastern Church)
- Total of 15 men participated in fall Legacy Weekend; Saturday Morning Live (SML) continues Saturdays thru 12/14
- FOCCUS marriage ministry worked with 18 engaged couples this year and have recruited 4 new couples to help lead this ministry

#### **Megan Pavelske/Youth - Highlights include:**

- LifeTeen, Service Projects, Social Events update:
  - Each Sunday 12-15 teens gather for a variety of events. Some recent service projects included assisting at food pantry, handing out Halloween candy at family mass, organizing AMT tools, playing bingo at Winchester House, and Giving Tree organization. Upcoming events include:

- 12/14 Bears vs Packers tailgate party (middle and high schoolers)
- 12/21 Secret Santa Christmas celebration
- Edge program update (Middle School):
  - The Duttons are working with the Rel Ed team to help transition 8<sup>th</sup> graders into High School ministry – couple events planned prior to confirmation and also changing the format of the mystagogy meeting
  - Plans are being made to welcome current 6<sup>th</sup> graders
- AMT update:
  - Great turnout for 2020 meeting! Deadline for applications is weekend of 12/7-12/8
- Fr Trout suggested that Tom/Brigid might consider hosting a Kairos retreat for public school children – Megan to discuss this opportunity with them and advise back in future meeting.
- Fr Trout suggested we consider asking/encouraging the youth who attend mission trips to also become part of/active with our youth programs. This might help facilitate further integration into our St Joseph Community of Faith. Megan to discuss with her Commission and advise back in future meeting.

**Other:**

- 11/4 meeting notes were approved
- **Decision Making Process:** This process/protocol was developed to support proposals/ideas for new ministry events, new parish initiatives, event speakers, etc. This model is now fully approved and any proposals received from the Office, Staff, Commissions, etc should be likewise directed to their respective Commission leadership. This new Decision Making Process is now posted on our website under “How Do I”.
- **Process/protocol for parishioners who withdraw from the parish:** We aligned that when a parishioner requests to be withdrawn from the parish or to be removed from any future giving (for any reason), office staff will bring it to Fr Trout’s attention. It is at his discretion how he wishes to respond (phone call, letter, personal interaction if situation presents itself).
- **Setting annual goals/objectives by Commission:** Gerry introduced an additional topic to our agenda – he proposed that we create (recreate) annual Commission objectives to support our new Fiscal Year in 2020. This type of work was completed back in 2012/2013. We will include this topic for more formal discussion early next year.

**Closing Prayer:**

Michelle concluded with a Prayer for Advent:

***God of light and hope, look upon us in love and fill us with the Spirit of Jesus that we may love you and serve you in your kingdom.***

***Protect us and keep us watchful in prayer as we await the coming of our Lord, Jesus Christ, who is the light of the world and who lives and reigns with you and the Holy Spirit, one God forever and ever. Amen***

**Upcoming Commission Dates:**

**1/6/20 - Prayer and Worship and Community Building**

**2/3/20 - Social Justice and Accountability**

**3/2/20 - Faith Formation and Youth**

**April - No Meeting**

**5/4/20 - Prayer and Worship and Community Building**

**6/1/20 - Social Justice and Accountability**

**July – No meeting**

**8/3/20 – likely “gratitude” gathering tbd**

**9/14/20 – Faith Formation and Youth (moved to 2<sup>nd</sup> Monday as 9/7 is Labor Day)**

**10/5/20 – Prayer and Worship and Community Building**

**11/9/20 – Social Justice and Accountability (moved to 2<sup>nd</sup> Monday as 11/2 is All Souls Mass)**

**12/7/20 – Faith Formation and Youth**