



**PPC Meeting Minutes
Monday January 6th, 2020
Loughry room 7-9p**

Present:

Fr Trout, Michelle Hobson, Deacon George Kashmar, Megan Pavelske, Gerry Salzman, Dennis Valentini, Marjorie Gaitan, Bridget Chaney

Prayer:

The meeting opened with CFTK/Seven Steps.

Pastor Topics:

- **Advent season/masses “survey”:** Fr Trout has requested that we gather feedback on Advent/Christmas to help us understand what went well, where there is room for improvement, etc. Deacon George will send out a “survey monkey” to PPC/Staff – please be sure to respond with valuable/actionable feedback.
- **FY20 Commission goals:** Fr Trout has requested that all Commissions begin compiling their FY20 goals. Gerry and Michelle will work on a “template” in the coming weeks and include as an agenda topic for Feb meeting. Each Commission’s PPC and Staff Leads would work on their respective goals March thru May and we should target to finalize at 6/1 PPC meeting (since we aren’t meeting in July).
- **Decision-making model:** Fr Trout has requested that this model/document be cascaded out to Commissions/Ministry Leads to ensure everyone is aware of this process and utilizing as appropriate. Next step (and in conjunction with our overall Communications Strategy) would be to share this model with our Parish at large – so they are aware and informed as well. Gerry offered to provide some key bullet points/talking points to include recent examples such as Babysitting, Sleep in Heavenly Peace, Walking with a Purpose, etc.
- **Succession Planning for PPC/Commission/Ministry Leads:** Fr Trout would like to regroup on the succession planning process (and the need to create a “bench” of candidates). Deacon George shared this document with us via email and attaching here for reference as well.

Communication Strategy Update:

- Michelle shared an update on the next phase of our overall Communications Strategy which includes the gathering of qualitative research:
 - On Sunday 1/12 from 1p-5p John Gatti and his team will be hosting/moderating focus groups to ~4 dozen parishioners to gather important feedback which will help us better understand how St Joe's can best communicate to them and help them become more engaged, active, and interested in our Parish and ministries. Ultimately, we wish to clarify/confirm how our Parish can be most relevant to them in supporting their faith journeys.
 - These sessions include 4 separate groups/clusters: moms with kids, teens/young adults, active parents, and new families.
 - Findings will be made available to Clergy/PPC/Staff in the near term and in turn this information will be communicated out to our Parish. More to come.

Commission Updates (full reports attached for reference)

Gerry Salzman/Community Building – Highlights include:

- Senior Council: St Joes has 4 representatives serving Senior Council of Libertyville (Jim Patula/President, Charlotte Doyle/Secretary, Bob Killackey/Treasurer, Pat Carey/Member). 2020 Vision in full report.
- Senior Ministry: For 2020: 1-2 Ravinia events planned, additional Table for 8 events planned, two Windy City Tours planned, more innovative ways to engage our seniors in the works.
- Babysitting: Averaging 10 children per Sunday. Slowly increasing # of Adult Volunteers.
- Welcoming: 105 new families registered throughout 2019 – bit of a drop vs previous years. Tom Zimmer provided great statistics in this report around gender, age, etc. There are ~ 45 Ambassadors serving in this ministry!
- Greeter Ministry: New Greeters continue to be recruited – recently added two families (Nancy Kozlowski and her son/daughter as well as Brian Carey and his triplet sons)
- Mothers wth Young Children: Membership is ~ 75 total – extremely active and progressive with Senior brunch, Catholic Charities, Guild, playgroups, retreats, etc. 2020 Vision in full report.
- Trivia Night: 280 in attendance in 2019 – next event February 1st.
- Oktoberfest: 230 in attendance in 2019 – next event October 10th.
- St Patrick's Dinner: 188 in attendance in 2019 – next event March 14th.
- Euchre: Total raised to date \$1,200. New weekday Euchre January 15th! Will continue on 3rd Wednesdays of each month.
- Mass in the Park: 900 in attendance in 2019 – next Mass August 15th.
- Funeral Luncheons: 4 served in 2019 – looking for additional participants and leadership in 2020.
- Walking with a Purpose: continuing to flourish and building valued and vibrant relationships within our parish community. Focus for 2020 is to build/promote participation and partner with our Social Justice & Service Commission.

Dennis Valentini/Prayer and Worship – Highlights include:

- Environment & Art & Keepers of the Feast: this year's Advent theme of "Authentic Friendship with Christ" was received very well and will continue for Lent – Carpenter design will be similar.
- EOM's: 13 new 8th graders were trained.
- Family Mass: New Co-leads are Sean Murphy and Jessica Vaughn. They recently met with Fr Robinson to discuss training additional servers specifically for Family Mass. Jessica and Sean created a new training document which has been approved for future servers. There is an urgent need for EOM's at Family Mass – Sean and Jennifer Kolber will meet with Deacon George and Dennis in Jan to discuss further.
- Greeters: recruitment continues – two new families recently added.
- Proclaimers: New Proclaimer Leadership team has been discerned/confirmed and will be effective for the Easter season. Team includes Joyce McGuiggan, Joe Poell, and Kristie Webb-Williams. Transition meetings have begun. There are currently 73 Proclaimers in this ministry.
- Liturgy Coordinators: Efforts continue to increase LC's – especially for 12:30p and 5p Sunday masses. LC formation meeting is in discussion for 1Q or 2Q as it's been a few years.
- Music Ministry: Christmas music was very well received – 85 total ministers participated in 10 masses 12/24 and 12/25.
- Bereavement Ministry: Key accomplishment for fall timeframe included All Souls Mass attended by over 240 people.
- Ministry of Care: Two new MOC's were trained – Betty Steiner and Charles Parker. Also of note is that since Advocate Condell merged with Aurora, there are new procedures to follow and a new hospital Chaplain – Inetta Reddell.
- Prayer & Worship: meets on the 2nd Wed of each month, 10a in St Joseph Room. Fr Val has been invited to join the group periodically going forward.

New Social Justice "Club"

Marjorie's full document attached - highlights include:

- Our Social Justice & Service Commission is launching a new initiative entitled "Conversations that Matter" which is a discussion series focused on topics/issues affecting our families and our community.
- This "Club" is targeting people who want to learn and live out their faith through service and action in the realm of Social Justice in the Gospel Tradition. Overall goal is to share social teaching through panels, speakers, films, resources.
- These meetings are intentionally off-property to encourage greater participation with less pressure.
- First meeting is Wednesday February 5th at O'Tooles.
- Information will be launched in this weekend's Carpenter.

Other:

- 12/2 Meeting Notes were approved - Minutes have been posted to our website.

Closing Prayer:

We concluded our meeting with a Prayer for the New Year:

*Come, Holy Spirit,
Spirit of the Risen Christ, be with us today and always.
Be our Light, our Guide, and our Comforter.
Be our Strength, our Courage, and our Sanctifier
May this new year be a time of deep spiritual growth for us,
A time of welcoming your graces and gifts,
A time for forgiving freely and unconditionally,
A time for growing in virtue and goodness.
Come, Holy Spirit. Be with us today and always. Amen.*

Upcoming Commission Dates – pls advise if you have any conflicts.

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 2nd 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 2nd Monday as 11/2 is All Souls Mass)

12/7/20 – Faith Formation and Youth