



APPENDIX A

**Pastoral Council and Commission Meeting Dates
January 1 - December 31, 2020**

PASTORAL COUNCIL ID	DAY	MONTH	TIME	LOCATION
Council Meeting Officers and Commission Chairs Pastor, ex officio	3 rd Monday	February – June; September; October; December	6 pm	PC:Room 105
Officer Meeting Chair Vice chair Secretary Pastor, ex officio	4 th Monday (5 th Monday)	January – December	5 pm	PO:Room E
Member at Large (SB) Ellen Haefling Member at Large (SM) David Fromme	3 rd Monday	February – June; September; October; December	6 pm	PC:Room 105
COMMISSION ID	DAY	MONTH	TIME	LOCATION
20/20 VISION for 2020: Parish Activity Center (SM)				
Evangelization Blalock, Michelle	1 st Tuesday	February; April; September	6 pm	PC:Room 105
Facilities and Grounds (SB) Waninger, Gary	2 nd Tuesday	February; April; September		PC:Room 105
Facilities and Grounds (SM) Sitzman, Jerry	2 nd Monday	January; March; August	4 pm	PO:Room G
Faith Formation TBD	1 st Tuesday	January; March; June; August	6 pm	PC:Room 105
Finance (SB) TBD	2 nd Tuesday	January; March; August; (3 rd Tuesday December)	6 pm	PO:Room G
Finance (SM) Ebert, Gervase	3 rd Tuesday	(2 nd Tuesday January); March; August; December	6 pm	PO:Room G
Heritage, Fundraising and Marketing TBD	4 th Tuesday	January, March; August	6 pm	PC:Room 105
Long-Range Planning and Stewardship Gravatte, Sally	4 th Tuesday	February; April; September; October	6 pm	PC:Room 105
Pastoral Council	3 rd Monday	February – June; September; October; December	6 pm	PC:Room 105

Pastoral Council Officers Dilger, Amy, Chair Greulich, Kelly Pund, Romilda	Last Monday	January – December	5 pm	PO:Room E
Pastoral Ministries and Activities Pam Davis	3 rd Tuesday	February; April; September	6 pm	PC:Room 105
Service and Outreach TBD	3 rd Tuesday	May; July; (1 st Tuesday October)	6 pm	PC:Room 105
Worship Blalock, Taylor	4 th Tuesday	(3 rd Tuesday January); May; July; November	6 pm	PC:Room 105
ORGANIZATION ID	DAY	MONTH	TIME	LOCATION
Scouting Programs (FF)	1 st Tuesday	January; September	6 pm	PO:Room G
Sodalities and Societies (PMA)	1 st Monday 4 th Monday	February July	6 pm	PO:Room G
Strategic Planning	4 th Saturday	January 25, 2020	8:30 am	GHRC
State of the Parish Annual Meeting	4 th Sunday	February 23, 2020	3:00 pm	PC
United Catholic Appeal Annual Kick-off Weekend	3 rd Sunday	October 18, 2020		
St. Meinrad Sunday Annual Appeal Weekend		2 nd Sunday before Lent		
Youth Liturgical Minister Annual Outing				
Archdiocesan Missionary Annual Appeal Weekend		Labor Day Weekend Missionary to stay at GHRC, host needed for transportation between parishes		
Father Anthony not available for meetings	Retreat and PTO	3 rd week in January 3 rd week in November 2 nd week in December		

January – December: Key agenda items to include for commission meeting:

1st meeting of the year – Approval of the 2020-2021 proposed commission programs and activities to be reviewed and affirmed at the next scheduled meeting of the pastoral council, to be forwarded to the parish coordinator to incorporate in the master calendar

2nd meeting of the year – Review master calendar confirming dates set for commission’s programs and activities (chair is responsible for this task). The chair also reviews the commission membership roster and extends invitations as needed to fill positions for program and activity advocates. Review, confirm, and submit or assign information for weekly bulletin, Flocknote, news and media release request a minimum of six weeks in advance through the website platform

3rd meeting of the year – Review and submit all budget requests for next fiscal year

4th meeting of the year – Review and submit gaming commission paperwork, review financial reports (if applicable)

- Commissions do not meet if scheduled on a Holy Day or Federal Holiday. Commission’s chair to communicate with commission membership (a.k.a. program and activity advocates) via Flocknote for

meeting reminders and other commission business). Commission chairpersons are selected from among its commission membership and serve on the pastoral council for one three-year term and are eligible to be re-nominated for an additional one-year term. Commission terms begin in July and end in June

- The commission secretary is to submit meeting minutes no later than ten days following the scheduled meeting to parish coordinator **info@myparishfamily.church** to be forward to the pastoral council to review and affirm. The chair is to review and discuss with commission members forthcoming agenda and update old and new business items and submit updates to parish coordinator no less than ten days before a meeting to be forward to commission members with other meetings materials no less than seven days before a scheduled meeting
- On the occasion that a commission's scheduled meeting date has a conflict due to a Holy Day, Federal Holiday or the majority of the members cannot meet for a given meeting, the chair may reschedule the meeting in consultation with the pastoral council chair and parish coordinator