

# SACRED HEART CATHOLIC CHURCH

## PASTORAL COUNCIL

*“The Holy Spirit transforms and renews us, creates harmony and unity, and gives us courage and joy for mission.” Pope Francis*

### Meeting Minutes

Tuesday March 13, 2018 7:00 PM

Members Present: Father John Forbes, Father Philip Johnson, Father Javier Castrejon, Erica Davis, Mary Beth Griswold, Edith Kaylor, Ann Lambrecht, Sharon Landers, Christine Mimms, Joe Ptaszek, Beth Renwick, James Richmond, Jeff Sylvester, Eric Westley.

Members Not Present: Finance Council Chair Tom Fagan

Opening Prayer 7:02pm

February Minutes approved with change to add Ed Biebrich's first name to the listing of members of Stewardship Council Task Force.

### Old Business

- Hospitality Ministry Working Group: Beth Renwick reported that a proposal had been written to fill the vacancy for the head of the Hospitality Ministry. She requested Fr. John Forbes' approval for advertising in the bulletin. He agreed.
  - Kitchen organization update: Erica Davis reported difficulty in gaining access to the supplies when needed. Edith Kaylor responded that each group should notify the kitchen team when there is a need. For recurring use bins, stored in the kitchen pantry, are marked with the name of the ministry and filled with supplies.
  - Edith presented the final draft of Ministry Handbook for Father John's approval before printing and distribution. She asked that he review it and provide introductory remarks. Various council members commented on the excellent work Edith had done in drafting the handbook.
- Stewardship Council Progress Report: Ann Lambrecht reported the task force sought candidates for Council and received one response. (Carolyn Gale) At Ann's request, Beth presented an organizational chart (attached), which she created after a conversation with Ann about an idea for how a stewardship council might work. She explained that each council member would have a group of ministries over which they would have responsibilities. For lack of a better term, she used "Portfolio Manager" to represent the types of ministries such as "Hospitality," "Liturgical," etc. as shown by the boxes on the organizational diagram. Edith reported that she could assemble the Ministry Handbook using that organization plan.

The question of a lead "volunteer coordinator" for the Stewardship Council was discussed. Beth explained that under the Portfolio Plan each ministry would have a lead member to facilitate recruitment, organization of members, budget, facility needs and monitoring of each ministry. Ann and Joe Ptaszek reported that they had been approaching it from the perspective of a single coordinator. Mary Beth Griswold questioned whether having one person as the over-all coordinator was too much to expect of anyone whereas portfolio managers would be a less onerous job and therefore more attractive for volunteers to connect parishioners to ministries. Fr. John explained his vision. It is aligned with portfolio structure and Baptismal call to ministry, not recruiting volunteers. Ann suggested a meeting to organize and elect a leader. Joe reported he has not seen the interest necessary to staff the Stewardship Council. There was discussion of means to engage enough participants.

Erica asked about building access under this system; whether the Stewardship Council member for a certain ministry could be available to provide access. Father John suggested perhaps an employee could be on-site for all ministries to provide access to facilities as needed.

Beth introduced guest speaker, Mike Erwin from the Positivity Project, as the opening of the process of parish planning for 2018-19 year. Mike spoke about shaping and fostering a positive culture in an organization based upon Positive Psychology concept initiated in 1998. (Christopher Peterson, Martin Seligman)

Beth thanked Mike and said she wants planning for next year to be positive and optimistic. She referred to the outline for planning provided with this month's agenda and noted her goal to establish a theme for the plan related to our new mission statement. Father John commented on his perception that the Long-range plan and the annual plan for 2017-18 were from a negative perspective.

Beth reminded the members that our function is planning. She has asked to include parish staff in the process and is trying to arrange for a joint session with the staff, the finance council and pastoral council with Father John's support.

### **Pastor's Report**

Fr. John reported that he has met with the Bishop and told him he would be pleased to stay at Sacred Heart as Pastor. The Bishop, while giving him no specific affirmation did not indicate that he would not appoint him as Pastor. Father John also told the Bishop that Sacred Heart would accept the full financial obligation of employing Father Philip Johnson for the next year and also expressed the support for Father Javier Castrejon remaining at the mission parish with continued support of the mission. The Bishop made no commitments. Father John also discussed the plan for using modular buildings at the mission for education and parish functions.

Father John reported the addition of Deacon Guy Berry to the staff. Father John and Deacon Guy will draft a letter of understanding on his role and duties.

## **Finance Report**

Father John also reported that finances are stable and the expected deficit for the year has not materialized. BAA is ongoing but its status is unknown at present due to the new company the diocese has employed to administer the campaign and the confusion of adjusting to a new system. He is encouraged to observe parishioners taking BAA envelopes as they leave after Masses and he continues to encourage from the altar after Mass without yet resorting to an in-pew solicitation. Father John also reported the receipt of \$35,000 from the diocese for last year's BAA. Beth asked if financial data could be published in the bulletin. Father John said it could be but suggested that perhaps a monthly rather than weekly listing may be less confusing to parishioners due to the vagaries of weekly collection figures during the year.

## **Member Questions/Comments**

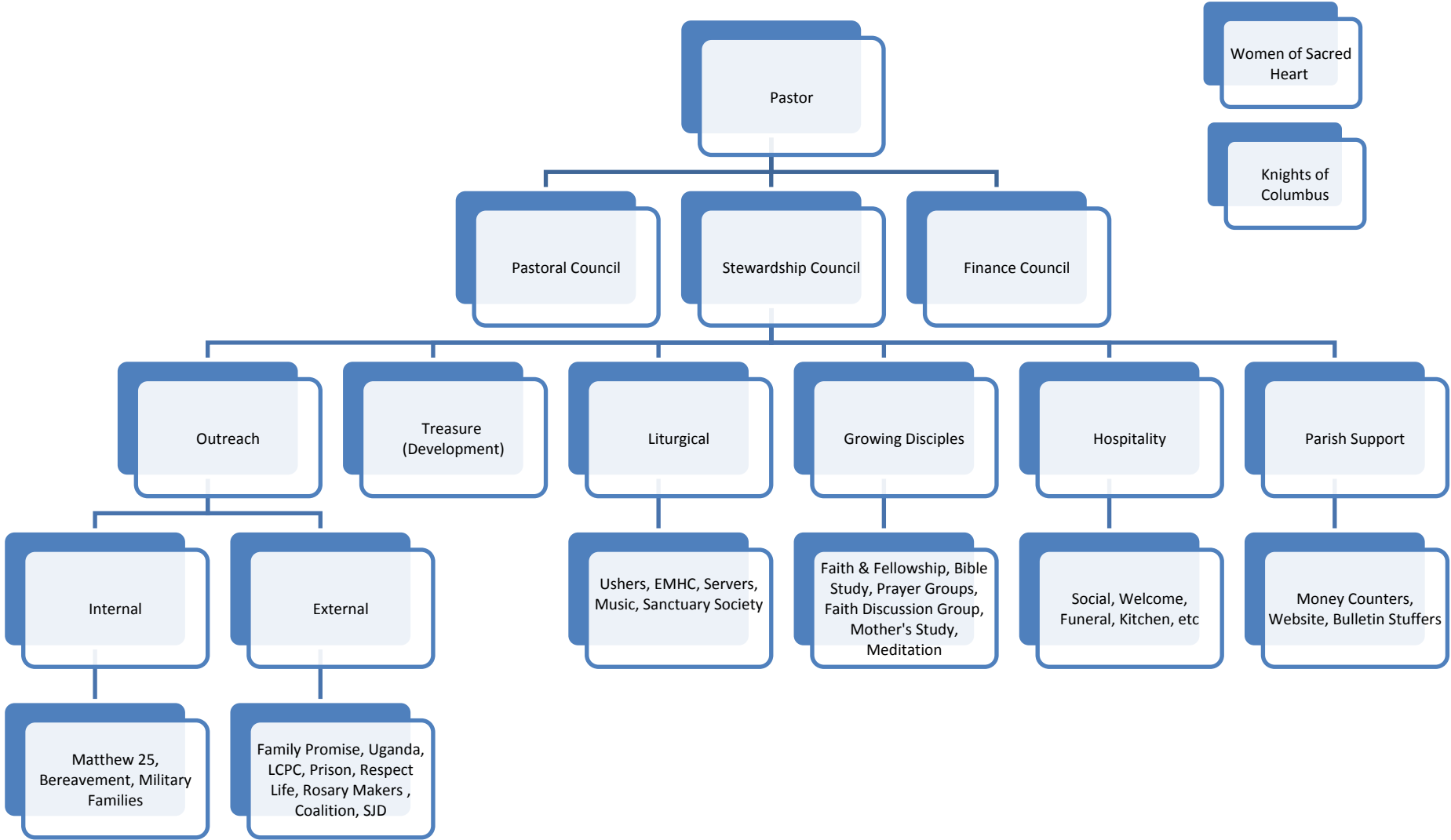
- Edith asked if publication of the Ministry Handbook needed to await a decision on a parish logo. Father John replied in the negative. He again shared his thoughts on the nature of the visual symbol to be used and the need for it to be clear that "Sacred Heart" refers to the Sacred Heart of Jesus, saying that a heart with a crown of thorns logo does not convey in a southern community which may not be as aware of the meaning and significance of the Sacred Heart as Catholics are.
- Edith asked about establishing a quarterly parish dinner meeting to communicate with parishioners about finances and ministry activities.
- Mary Beth asked about a welcoming event for Deacon Guy. Father John said the Deacon asked that there not be any event and that instead he has been introducing the deacon at Mass. Mary Beth also asked about contacting the web administrator to add the deacon to the site. Father John approved this action.
- Beth said that she had heard from another parishioner that he could not hear well at Mass. Father John explained that amplifiers are available now and more can be ordered if needed. Ushers can assist people with the equipment. Those who wish to order a set for their personal use may do so. Sharon Landers showed a picture of a poster she observed while attending Mass at another parish. The poster announces that there are hearing devices available for those who wish to use them. Father John liked the idea of the poster and asked Sharon to find out if it was easily available.
- Beth reviewed the schedule of coming meetings noting that the planning meeting for March 20th has been cancelled and the regular Pastoral Council meeting in April may be changed pending a decision on a joint planning session with the parish staff.

**Closing Prayer**-Meeting Closed at 9:10pm

## **Upcoming Dates:**

Pastoral Council Meeting – Tuesday April 10, 7:00 PM (Tentative)

# A Vision of a Stewardship Council for Sacred Heart



A draft proposal to start discussion; based on conversations with Fr. Forbes and following the list of ministries contained in a recent bulletin, 3/5/18



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