

**St. Bede Pastoral Council**  
**Synopsis of meeting on February 16, 2005**

**Present:** Greg Ballentine, Rosanne Black, Jack Bray, Msgr. Carr, Dave Clemens, Toni Collingwood, John McCormack, Monica Rettig, Miriam Saguto, Don Seger, Tina Straight, William Theroux, Tess Thome, Jeannie Trainum

**Absent:** Jay Colley, Charles Leahey, Betty Morris, Mike Powers

Don Seger opened the meeting at 7:00 pm and Greg offered the opening prayer.

The minutes for the January meeting were approved.

**Committee Reports:**

Liturgy Committee: Don distributed the January meeting minutes. There were no comments.

Social ministry: Jack commented that the SM organization is progressing by working cooperatively with other groups e.g., the new furniture bank and FIA. In both instances the organizations are resources to each other. He also commented that SM is seeing at least 2 – 3 people every day. Two volunteers “tidied up” the food pantry by assembling new shelving and reorganizing the storage area. This has made it much easier for clients to select items and for the staff to maintain the food stocks. Also, a lot of food was sent to FISH. Jack is impressed by the generosity of the parishioners to specific pleas for help i.e., requests for more protein food donations brought an immediate response.

**Old Business:**

Faith in Action: Five representatives from FIA met with Jack Bray (SM) and several PC members just before the PC meeting. They discussed what types of services each provided and how the organizations could assist each other. It was agreed that the FIA program would be offered to the parish to solicit new clients and to seek volunteers. An article on this ministry will be in the next newsletter and pre-mass announcements will be made the weekend of March 12/13. Individuals will have until April 3<sup>rd</sup> to sign-up as volunteers and an FIA training program would follow.

Neighborhood Ministry: Toni reported that the Windsor Forest neighborhood program has started. She also met with a representative from the Villages of Westminster neighborhood and it looks like a group of @ 20-25 people will be organized there. There are currently 12 neighborhoods active in the neighborhood program.

Toni also commented on the Elizabeth ministry to which she is the PC contact. A bake sale is planned to raise money and a budget request is going to be submitted to the parish. The latter will be submitted to Gloria in Christian Formation for consideration. Toni and

Tess will also work on coordinating activities between the Elizabeth Ministry and the Families with Young Children group.

Neighborhood Round Table: Miriam reported for Jay on progress to date. The goal is to have the first of 4 such sessions in April. The process would be to choose from areas within the county and to send invitations to several overlapping neighborhoods. The session would be held at a site in the general area. Toni can speak with the established neighborhood ministries in the selected areas to help in getting greater turn out. A possible starting point would be Berkley's Green.

Pipe Organ Update: Miriam reported that the pledges to date continue to go well. There will be "organ preview events" occurring on March 9,15,17 giving people a chance to see the organ up close and to learn more about it. People will be asked to RSVP with a date selection. The organ case is scheduled to arrive on Feb. 22<sup>nd</sup> with the pipes arriving about 2 weeks later.

Combined Retreat: Tess was successful in reserving the St. Michael Conference Center (Our Lady of Mt. Carmel church) for the May 7<sup>th</sup> retreat. We have the room from 9-3 on that day.

Parish Mission: Bill, Tess, Miriam and Don attended the meeting held by Gloria regarding the upcoming parish mission. Readers have been selected but we do need a witness speaker, greeters and facilitators. We should plan on being at the Wednesday evening program to assist.

Parish Family Album: John reported that the program is on course and sign-up sheets are in the commons area. Marianne is continuing to monitor this program.

PC Goals Recommendations: Bill reported on the work of the subcommittee that reviewed the list of goals from last year. The group had divided those goals into two groups: 1) those that should be deleted because they were considered done or because they were no longer relevant, 2) those that needed further PC discussion. Bill had emailed the PC with the two lists. The list of the items to be deleted was accepted.

The to be discussed goals included:

- A) 2.5 - Encourage personal contact with new parish members. It was agreed that the current program is good but it could be enhanced with the addition of a phone call to the new members. Toni agreed to contact the @ 20 newcomers per month with the ultimate objective of having this done by a representative of the neighborhood group in which the newcomers reside. This will be deleted as a PC goal but Toni will report back with updates, requests for assistance, etc.

- B) 2.6 – Develop programs for young families. Tess relayed that there are 10 activities currently underway in the parish for young families. The big need at this time is clearer guidelines for use of the parish nursery. Tess will review this with John. This goal will be deleted and Tess will also report on the status of these programs, as Toni will do with item A above.
- C) 2.7 – Support neighborhood ministries. This goal is underway and Toni is managing this well. She will report back on this, as she will with item A above. This is deleted as a goal.
- D) 2.8 – Identify one major goal/theme each year. This will be retained as a goal and the best option for this is the development of the Round Table discussions. These regular and on-going discussions are a key because:
  - a. They give the parish a forum to express their needs, concerns, etc.
  - b. They give the PC the input for developing its goals and priorities by which to serve the parish
  - c. They give the ministries input
  - d. They provide material for discussion between the ministries and the PC, which in turn provides guidelines to the FC for budget development.
- E) 2.9 – Neighborhood support groups' ministry. This equates to what has developed into the FIA effort. This will be retained as a PC goal.
- F) 3.1 – Develop PC and FC web pages with appropriate information. The web site is operating but needs additional information (e.g. photos) from the FC. Mary Stutz is the new web manager and a new look for the site is planned. This goal will be deleted but regular status reports will be requested.
- G) 3.6 – Assign PC ministers to each parish ministry. The objective here is to receive regular (annual) updates from the larger ministries with the parish i.e., Christian Formation, Music, CCM, Administration, Stewardship, Social and Liturgy. The PC wants to understand what is occurring in these major groups and to understand their concerns and needs. The PC can then, in conjunction with the Round Table information, develop its own goals that will better assist the parish. Therefore an annual meeting with these ministries will be sought so that all may learn together and at one time. The smaller ministries would have PC members assigned and the PC member would report back to the entire PC council with what they learn. None of this precludes any ministry or parishioner from addressing the PC at any time. Dave Clemens was appointed as the PC liaison to the FC. This is retained as a goal.
- H) 3.13 – Follow up to emails, suggestions, etc. from parishioners. The suggestion box program is working fairly well and will continue. At this time a permanent suggestion box is not wanted but the box will be made more accessible by storing it in the main closet versus the office. This will be deleted as a goal but regular feedback on the types of comments, number, etc. will be requested.
- I) 4.1-4.9 – Religious education ideas. There were several ideas represented as goals for the PC. It was agreed that the ideas listed should be discussed with

the appropriate ministry leaders as a part of the annual updates – see item G above. These items would be deleted as goals for the PC but retained as topics for discussion with the ministries involved.

**New Business:**

Families with Small Children: Tess provided a written review of the “Families with Young Children Ministry” and the “Mom’s Morning Fellowship”. This was educational for everyone. Both are successful with the latter being in existence for over 15 years.

**Comments from Msgr.**

In response to two separate questions Msgr. stated:

- A. That the church is seeking funding for an AED (defibrillator) for the church.
- B. The church does consult with the diocese in regard to sending requested computers for use by our sister church in Haiti.

Msgr. commented that the statue of St. Joseph that was created by our sister church in Haiti would be moved to an appropriate site at the church.

Due to the timing of Easter this year the next PC meeting will be moved to **Wednesday March 30<sup>th</sup>**. Dave and Toni will be offering the prayers.

We closed with a prayer from Rosanne.

Respectfully submitted,

Greg Ballentine  
Secretary