

St. Bede Pastoral Council
Meeting Minutes
February 22, 2006

Present: Fr. Abe, Greg Ballentine, Rosanne Black, Jack Bray, Francis Capone, Dave Clemens, Toni Collingwood, Sasha Digges, Ginger DiLoreto, Noel Fort, Charles Leahey, Mary Le Gouellec, John McCormack, Patrick McQuade, Betty Morris, Bob Morris, Jeff Plourde, Miriam Saguto, William Theroux

Absent: Tina Straight, Jeannie Trainum

Rosanne called the meeting to order at 7 pm and Greg led the opening prayer. The January meeting minutes were approved.

Noel Fort was welcomed as one of the recently newly elected members to the PC and it was announced that Jeff Plourde is the new Christian Formation (CF) representative to the PC.

Committee Reports:

Liturgy Committee (LC): Betty distributed LC meeting minutes from January and stated that the LC meeting the previous evening concentrated on Easter:

- 1) A new candle procession will be initiated the first week in April. Training of Sacristans and Adult Acolytes will take place this weekend and for Altar Servers during March.
- 2) Palm Sunday large congregational palm procession at the 5:30 pm Mass and possibly smaller processions at other Masses.
- 3) April 10th is the Chrism Mass at the Cathedral in Richmond.
- 4) Lenten evening prayer on 2/28 at 7 pm and moving of the Crucifix to the baptismal font area
- 5) Ash Wednesday Masses at 7, 9 and noon and an ecumenical prayer service with the Presbyterian Church in the evening (Fr. Abe encouraged all PC members to attend this evening service).
- 6) April 4th there is a penance service at 7 pm.
- 7) April 11th Tenebrae service
- 8) Holy Thursday: 9am prayer service and 7pm Mass
- 9) Good Friday: morning prayer service, 3pm stations of the cross (move the corpus), 7pm Good Friday Service
- 10) Holy Saturday: 8am prayer service (move cross), 8pm Vigil Mass
- 11) Easter: Masses at 7am, 9am, 11:30am and 5pm in the Church; 9:30am in the Chapel; 9:30am and noon in the Parish Center

Betty announced that Pat Sullivan is transferring her secretary role to Emma McMillan. Betty will be transferring her role as Chair of the LC to Carol Brandely in June.

Social Ministry (SM): Jack reported:

- 1) The Christmas gala, for clients with children who otherwise would not have anything for Christmas, was very successful. We welcomed over 150 children including the Crossroads shelter for teenage boys. Hundreds of gifts (from our giving tree) were distributed, food was catered, a live teen band provided music and there were clowns with face painting and balloon hats. We also gave gift cards for Ukrops and candy. In addition (from the gifts provided from the other tags on our giving tree) we delivered gifts to the residents of Ruxton Nursing Home via Mary Catherine and friends. A thank you letter from Mary to the parish SM will be published in the March newsletter.
- 2) January is the busiest month of the year with the fuel/power program. SM had 51 interviews and over 150 people were helped and homelessness prevented.
- 3) Since February is a slower activity period, and due to economies taken by the SM, Jack reported that we now have a reserve fund. Due to the financial “cushion” that SM has we were able to assist the United Way and the Williamsburg/JCC Social Services organizations by placing some people into hotels out of the cold. Jack was told that without the SM efforts these organizations would need more social workers.
- 4) St. Bede parishioners continue to be generous and have offered money for food gift cards and one family has adopted a family in need by providing funds for support. The needy family was placed in a hotel, the father found a job, and Medicaid services were provided along with food stamps. These acts of kindness are a great help.
- 5) The Board of Directors of United Way had a meeting at the Parish Center and after Jack gave a brief review of the St. Bede SM work they presented to the Church a certificate of thanks for all that we do.

Everyone expressed thanks to Jack and his volunteers for their good work.

Old Business:

Parish Community Life Committee (PCL): Ginger and Miriam have been working with this committee and their first successful activity was in support of last weekend’s Stewardship effort. Everything went smoothly with all volunteers doing a great job. Miriam commented that in time parishioners will get accustomed to the coffee and donuts after Mass program (first Sunday of each month) and the opportunity for social fellowship will blossom. The PCL will also host other events throughout the year. Miriam asked everyone to thank the two couples who are leading this effort: Barbara and John Poma and Howard and Helen Garrett.

Neighborhood Ministries (NM): Toni has concentrated her recent efforts toward the next Neighborhood Round table meeting scheduled for 3/22 with the Powhatan neighborhoods (6 in Powhatan and 6 close by):

- 1) Cromwell Ridge- 5 families
- 2) Powhatan Place – 6 families
- 3) Powhatan Secondary – 64 families
- 4) Powhatan Woods – 14 families
- 5) Villages at Powhatan – 29 families
- 6) Waterford – 8 families
- 7) Monticello Woods – 14 families
- 8) Monticello at Powhatan – 13 families
- 9) Powhatan Crossing – 13 families
- 10) Powhatan Shores – 15 families
- 11) Steeplechase – 5 families
- 12) Springhill – 12 families

Toni has been successful in signing up 7 captains in these 12 neighborhoods. She wants to combine the smaller areas with a goal of having a captain and sub-captains to ensure regular contact and awareness within the neighborhoods. The best plan is to have @ 12 families in a grouping. Toni provides a list of parishioners to each captain along with information on how to organize their area. Toni will be following up with phone calls.

Toni has also been working on a program for welcoming newcomers to the Parish. A new system has been established by Miriam, Toni and Ginger whereby as new comers register in the Parish their names will be forwarded to the neighborhood captains for a welcoming phone call. This will provide a more efficient system and a quicker welcome message from the Parish.

New Business:

March Round Table: (Also see NM report above) Miriam and Toni reported that invitations would be going out and ask for an RSVP response. The format for this is a potluck supper starting at 6pm followed by a regular but abbreviated PC meeting and then the discussion with the neighborhoods. After the PC portion of the meeting Dave will act as our MC for the discussion.

In response to a question about the purpose of the round table meetings the following reasons were offered:

- 1) To establish a better relationship within the Church community through smaller programs where people will be comfortable in expressing their views
- 2) To heighten awareness of who our neighbors are and start/build neighborhood ties
- 3) To get feedback and input from the many parish communities
- 4) To demonstrate that Parishioners have another conduit for their ideas and comments via the PC

Follow-up Meeting with FC, Staff and PC: Rosanne reminded everyone of her recent email stating that the follow-up meeting will be May 20th and it will be a 2 hour session.

Mary Ann Massey will call a short meeting with a few individuals to help in organizing the meeting. Each group will have homework items to be completed prior to the follow-up meeting.

Comments from Fr. Abe:

- 1) Fr. Abe announced that the Irish tenor (Anthony Kearns) would return for another concert on October 27th. The first program was very successful with a positive return to the parish general fund. Mr. Kearns has been asked to add more sacred music to his program for the second concert.
- 2) Everyone should wear his or her nametag on Sunday for Mass. Also, everyone is asked to attend the Ash Wednesday ecumenical service and too wear their nametag so that we can have the opportunity to meet the leadership community of the Presbyterian Church. Fr. asked that whenever we participate in Lenten activities that we wear our nametag.
- 3) With 4 deacons soon to become priests, the Priest Personnel Committee (led by Fr. Mark Lane) has been sent a request from Fr. Abe for a Parochial Vicar to be assigned to St. Bede parish. If successful, we could expect someone to be here this Spring.
- 4) We are preparing for a new fiscal year budget. John, Fr. Abe, and the FC depend on the PC for recommendations and ideas regarding budgetary requests. Once a new balanced budget is prepared and approved it is sent to the finance office. At the end of January 2006 we are doing better than at the same time in 2005. We are 9% ahead of last year. At the stewardship talks (treasure) this weekend Fr. Abe will promote the idea of tithing. We are still in a turn-around phase with the need to support two campuses. We have made significant improvements this past fiscal year but we need to do more.
- 5) This week a new heating system is to be installed along with other system modifications. The week of March 13th will be the time for lights to be replaced. The landscaping work has gone well: crushed rock on landscape paper to stabilize the down flow of water and sod and rock added at the side and rear of the building.

Questions to the FC: Rosanne reviewed the answers (provided by Larry Fronheiser) to our questions that were sent to the FC:

- 1) The first Irish tenor concert income was \$42K and these monies were put into the operating fund.
- 2) The investment policy is in its formative stages and will comply with Diocesan guidelines. As a policy is developed it will be shared with the PC.
- 3) On a quarterly basis the FC is to send a representative to the PC meetings.

Sub-committees; Ministry & Program Liaisons: Rosanne offered three areas for consideration:

- 1) Meeting Discussions: in order to have efficient and effective PC meetings we will use Mary Ann's "waiting room approach" to handle topics not on the agenda. We have much to do and in order to stay focused on our goals we will stay on topic and defer other topics to future meetings and/or to sub-committees for appropriate discussion and follow-up.
- 2) Executive Committee: We want to use the Executive Committee e.g., to review draft agendas, to update the constitution, etc., so we can be more effective and have more time at the general sessions.
- 3) Sub-committees: we will use the 1-2-3 rule to staff these groups and use these groups to research topics and report results to the PC, engage new members, streamline the PC meeting process and involve all members of the PC.

Discussion followed on a number of topics:

- 1) Name tags: Chuck will do a newsletter comment and Rosanne and Ginger a bulletin announcement about parishioners being able to recognize PC members (and other ministry members) by their name tags.
- 2) Liaison to ministries: the previous program of having PC members assigned as contacts for ministries is to be looked at again to determine if it is needed. It was noted that some ministries do not need a liaison while others could use some regular contact.
- 3) The comment was made that St. Bede may be perceived to have a "stuffy" attitude. Since one does not see a lot of pick up trucks in the parking lot but rather more high-end vehicles some people may feel uncomfortable and stay away. The response was that while many of our parishioners have an above average income level the community is open and welcoming to everyone. No one should ever feel that they are not welcome here. We will prayerfully think about and review all facets of this issue and revisit it as appropriate.
- 4) We are now advertising our Mass schedule in the Virginia Gazette.

Stewardship Committee Report: Dave presented a review of the first Stewardship Committee meeting held on Feb. 1st. The meeting, chaired by Ed Lull, had representatives from different aspects of the parish. The meeting included a review of: (1) the focus of stewardship (ministry, diversification, visibility, perpetual, based on a deep value system, evangelism, education), (2) a review of the Feb. 2006 program (time and talent the weekend of 2/18-19 and treasure the weekend of 2/25-26); and (3) a review of 2006 goals (soup suppers, communications, analyze giving families and encourage non-giving families, newcomers reception and welcoming program, neighborhood ministry, and volunteer/ministry recruitment and recognition). Dave added that everyone is welcome to participate.

Young Families Survey: Mary stated that she is developing a survey for this segment of the parish and that she will report back once it is complete.

Christian Formation (CF): This ministry has been absent from the PC for a year and we welcomed the new representative, Jeff Plourde. Jeff stated that the CF met as a group 3 weeks ago and discussed several important issues. Discussion followed:

- 1) Space continues to be a problem and we are almost to the point of having to turn people away due to a lack of space. There is discussion over using Walsingham more. With the student numbers growing and additional programs being considered the need to figure out how to fit current and desired programs into the present areas is paramount. The general consensus was that Walsingham has definite short-term (until we can build more space) appeal.
- 2) The idea of trailers for additional space was brought up but due to JCC requirements and probable costs it was not considered viable.
- 3) There is a need to organize education to improve attendance and family participation. Also, Fr. Abe's experience with some students and their responses to basic questions call for a review of current programs and how to make the education more effective. The Diocese requires a minimum of 30 hours of instruction in catechetical formation and social activities do not qualify. Many programs are aimed more at social awareness and not fundamental Catholic Catechesis.
- 4) Fr. Abe mentioned the "Pathways Program" as a quality program to be considered and that Ignatius Press has an excellent program entitled "Faith in Life Series".
- 5) Another comment was made that an improvement in training could also be extended to Baptism classes.
- 6) Jeff added that the CF group has met one time as a committee. The PC responded that support of CF should be a top priority and it should assist the CF in this important work. The PC Executive Committee offered to be a liaison between the larger PC and the CF. Patrick stated that he and his wife have expertise in this area and would volunteer to participate in this process.

We closed with a prayer from Rosanne.

The next meeting is March 22, 2006 and it is the Neighborhood Round Table meeting with the Powhatan neighborhoods. It starts at 6pm with a potluck supper and the PC meeting begins at 7pm. Dave and Toni will offer the prayers.

Respectfully submitted,

Greg Ballentine
Secretary