

St. Bede Pastoral Council
Meeting Minutes
June 28, 2006

Present: Fr. Abe, Greg Ballentine, Rosanne Black, Carol Brandely, Dave Clemens, Toni Collingwood, Noel Fort, Charles Leahey, John McCormack, Patrick McQuade, Fr. Mingollo, Dan Ponisciak, Tina Straight, William Theroux, Jeannie Trainum

Absent: Francis Capone, Sasha Digges, Mary LeGouellec,

Dave called the meeting to order at 7:05 pm and Patrick led the opening prayer. The May PC meeting minutes were approved with one change i.e., the summary Liturgy Committee meeting minutes for May (supplied by Carol) replace what is currently there.

Election of Vice Chairperson: With Rosanne moving to a parish assignment Dave moved from Vice Chair to Chair of the PC. Dave asked for nominations for Vice Chair and an election was held. Greg was elected Vice Chair. This left the Secretary role open and Francis Capone was appointed to this position. Bill and Tina will remain as members of the PC Executive Committee along with Dave, Greg and Francis.

New Members: With the changes noted above and Mary soon to be moving two PC positions are open. Per the Constitution and By-Laws Dave has started the process of contacting those individuals who ran in the last PC election to fill these positions.

Committee Reports:

Liturgy Committee (LC): Carol presented the following:

- 1) The choirs are on summer vacation
- 2) The LifeTeen LC will meet as needed and will be called by Fr. Abe
- 3) The anniversary/feast day Masses went well
- 4) The Feast of the Assumption (August 15th) is a Holy Day of Obligation and there will be 3 Masses: Vigil at 5:30 pm, 9:00 am, and 7:00 pm
- 5) Adoration is to move to Mondays as of September. With adoration now done weekly (versus monthly) the Monday time frame offers fewer scheduling conflicts. This also offers a more appropriate atmosphere with less noise and other possible distractions
- 6) It has been suggested that First Friday adoration will be for 1 hour after the 9:00 am Mass and will be done on the altar and not in the Chapel. This is under consideration.
- 7) Four new vessels were purchased and are in the safe
- 8) The Light House Catholic Media display (in the Commons) has been expanded
- 9) The LC will not meet in July and the monthly meeting is being moved to the first Tuesday of each month

Social Ministry (SM): John distributed a review of the SM activities for April – June 2006. Highlights and comments from John and Fr. Abe included:

- 1) The SM is being well operated in a “shared role” approach by two part time paid coordinators. They have been involved a long time in SM and they each assume the management of specific areas of the SM. The collegial atmosphere and cooperative spirit is working well with positive results.
- 2) An advisory board that sets policy procedures is in place and it also reviews the financials of the SM program
- 3) The funding for SM comes in large part from the monthly parish envelope collection for this ministry. In June \$16K was given along with a lot of support in the form of food donations.
- 4) The SM is vibrant and it works in collaboration with many other local churches and social agencies.
- 5) This summer there will be a major effort in support of our Haiti Outreach program. Fr. Eliphete will be here in August as a part of this program.

Young Adult Ministry (YAM): Dan reported that this ministry has completed its first year and added the following information:

- 1) There are now 28 individuals on the email list with 15 “regulars”.
- 2) A study of Mary was completed and the next project is to study the saints. Each person is to study a saint and then present to the group.
- 3) Fr. Mike Renninger has met with and presented to the YAM group. They also hold regular social activities at places like the Corner Pocket.
- 4) At the request of an organization called Busted Halo.com Dan has been asked to attend a Paulist Fathers retreat in northern VA. Dan will see if a similar type of retreat could be applicable for this area.
- 5) Fr. Abe asked Dan to consider if “Theology on Tap” (a program popular in college communities) could work here.
- 6) YAM is sponsoring the “Summer Theologica” and Fr. Abe will be a guest speaker on July 5th at St. Bede. All are welcome.
- 7) Fr. Abe expressed his appreciation for Dan’s work and that he is impressed with the growth of the group, its fellowship and prayerful nature.

Christian Formation (CF): No formal report but Fr. Abe commented:

- 1) Things are in place for religious formation in the middle school and high school.
- 2) Mary Jo is leading the confirmation preparation.
- 3) Fr. Rod will likely be involved in aspects of youth ministry.
- 4) A coordinator for the middle school has been assigned. The middle school will meet at Walsingham on Sundays and a textbook will be supplied.
- 5) A parents program is also under development.

- 6) The Pathways program for catechetical certification is underway. This will take time but Fr. Abe feels good about the progress and direction.
- 7) Under development are programs for scripture studies and maybe a book club for adults. (Ginger and Rosanne are working on this program) They are considering several forums or ways to do these programs e.g., a noontime group using book discussion and an evening group with a guest speaker. Their next meeting is in July.

Stewardship Ministry (SM): Rosanne reported that since there is not a formal fund raising effort underway the ministry is in a hiatus mode. With that said she is currently working on coordinating the Parish Picnic and the 75th anniversary. She announced that Ed Lull has resigned as lead for Stewardship after 7 years of very good work.

Budget Sub-Committee Report: The PC asked Bill, Tina and Mary to review that portion of the *Called To Serve* (CS) booklet related to the parish budget and the role of the PC in that process. The PC has not been an active participant in the budget process as outlined in CS. Bill acted as spokesperson and commented from a handout entitled “Pastoral Council – The Budget Process”:

- 1) The assignment, why it was done and how it was done were reviewed.
- 2) The basis for a budget was presented by drawing from the CS, the Parish Mission statement and *We’ve Come this Far by Faith* document.
- 3) A list of ministries participating in the budget
- 4) Presented a timeline for the budget process incorporating the PC into the process.
- 5) Presented a list of discussion options in regard to how the PC should become engaged in the budget process.
- 6) Showed the CS budget process (Appendix F) and the differences to the proposed process.
- 7) Compared the proposed and the CS processes.
- 8) Bill asked everyone to review this information over the next few weeks and to bring questions/ideas to the sub-committee.

Called To Serve Sub-Committee Report: The PC asked Noel, Jeannie and Greg to review the CS booklet excluding the budget and Constitution sections. Greg reported:

- 1) All PC members should review the CS and be familiar with it. There is a lot of information contained in the booklet and we need to review it to better understand our role(s) and where we need to improve as a PC in order to better serve the parish.
- 2) Greg reviewed the five basic principles (p.4) and general consensus was that the PC is doing well with 1, 3 and 5 but could improve in items 2 and 4.
- 3) Based upon the areas for improvement in number 2 above, the PC could begin by confirming the parish mission statement, working to develop a parish vision that

fits within the mission, outline a path forward to the parishioners that states where the parish is heading with its sites: physical needs for buildings, parking, Ironbound and Richmond sites, etc. and why these needs exist: spiritual growth, ecumenical efforts, education needs and requirements, etc.

- 4) The role of the PC along with the Pastor is to vision, to plan and to develop policy for the parish. The PC can serve the parish better by providing this “big picture” and then work with a core sub-committee to make this happen.

After the two sub-committee reports a lot of discussion ensued:

- A. Fr. Abe stated that he came from a smaller parish to St. Bede and that even medium sized parish PCs do not meet all of the CS guidelines and have difficulty in putting together what is to be done. Our \$2M budget has long standing fixed costs and the Finance Council looks at how we are doing and plans the future budget. How realistic is it for the PC to be involved with the budget process?
- B. The PC members should set the vision of the parish and how its various ministries can meet the vision. The PC can take the time to meet within the parish and plan and drive a vision. This would not be done alone but as a leader coordinating with a core group(s). The PC can gather the needs of the parishioners and work with the FC, staff and the pastor to fulfill an agreed upon vision which is a combination of the agreed upon needs. This effort would include what has been referred to as Phase II.
- C. Several members related that feedback from parishioners has included comments that some feel the parish is cold, distant and unwelcoming. The PC can do more with these issues by helping to establish a better relationship within the parish. We can do more to “reach out” to all attendees both parishioners and visitors. Parking continues to be a big issue.
- D. Dave referred to p. 15 of the CS and reminded all that we must ask what does God want us to do. If we have people who feel so negative about what is going on how can we in the PC influence change? How do we address these concerns?
- E. Further suggestions for resolving the above issues and making us all more aware of each others presence were to give name tags to all parishioners, establish an outreach for fallen away Catholics, and re-establish the greeters at each Mass.
- F. In response to a comment that the design of the new church can leave some feeling that it is non-Catholic John distributed a booklet that was given out at the dedication of the church. It is an excellent tool to educate people on why it was designed as it is and that it is actually a very old style dating back to the very early church. To this Fr. Abe added that liturgical and environmental things can be done to make the church more Catholic e.g., with the procession of gifts or at the opening procession a standing crucifix can be placed on the altar.
- G. Dave closed this discussion by stating that we cannot solve these points now but we do need to identify the PC role and a path forward. Before we go into the October meeting we need to know what our responsibility is and be able to impart

- it to all, start to establish a vision and how a core committee would be staffed and operated vis-à-vis the PC, understand the CS booklet, and review the budget process and provide feedback to that sub-committee.
- H. The suggestion was made that the PC should have a meeting alone to “hash-out” its idea of vision and then review it with Fr. Abe and staff. This would give the group the time to bond and to brainstorm.

Old Business:

FAQ Page: Chuck reviewed this new addition to the St. Bede web site and all agreed that it looks good and is a positive way to direct questions relating to often asked questions.

- 1) There is a direct link on the web site and announcements will continue in the bulletin and the newsletter.
- 2) Tina will submit some new questions to the page.
- 3) Rosanne will ask Mary if we can get a report on the number of “hits” to the web site.
- 4) Tina reported that the current items in the suggestion box contain no new comments

By-Laws and Constitution sub-committee: Dave reported that this committee would be on hold until the PC vision plan is worked out.

Next joint PC, FC, Staff Meeting: Dave reminded everyone to keep the date of October 14th clear for this important meeting. A group made up of members from the PC, FC and staff is developing the program. If you have any comments or suggestions please get them to Dave.

New Business:

Comments from Fr. Abe:

- 1) Fr. Abe started by introducing Fr. Rod and welcoming him once again to the parish. Fr. Rod expressed his enthusiasm for being here and noted that his office will be in Michelle’s old office.
- 2) The Facilities Planning and Management Ministry is underway and the director’s job has been posted in the bulletin. Fr. Abe, John and others will be interviewing all the candidates with the hope of filling the job by September.
- 3) Since Fr. Abe will be on vacation on July 26th, the date of the next PC meeting and neighborhood round table, Fr. Rod will substitute for him. The neighborhood involved is Fords Colony and the session will be in the church commons. Toni has contacted the Fords Colony parishioners group and they will be notifying all parishioners who live there.

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We closed with a prayer led by Tina.

The next meeting is July 26th at 6:00 pm in the church commons and will start with a potluck supper in the Commons. It will be a joint PC and round table meeting.

Respectfully submitted,

Greg Ballentine
Secretary