

**SABB Pastoral Council Meeting Minutes**  
**7:00-9:00 PM Monday December 1, 2014**

**Present:** Fr. Jeff Dauses, Jim Bors (Pres.), Betsy Werthmann (VP), John Phelan (Sec.), Audrey Carbine, Anne Storey, Roger Crane, Chris Mirenyi, Rick Brewer, Carolyn DeVeau, Susanne Lipscomb, Julia Carbine (Youth Rep.)

**Absent:** Brendan Walshe, Jen Minor

**Guests:** None

**7:00 “Come Holy Spirit” Prayer**

**7:05 Lectio Divina with the Gospel of Mark 1: 1-8**

**7:20 Fr. Jeff Update-**

Three activities in Advent:

2<sup>nd</sup> Sunday (7 Dec): Eucharistic Adoration and Night Prayer 6:30 PM

3<sup>rd</sup> Sunday (14 Dec): Christmas Concert w/ Zach 7:30 PM

4<sup>th</sup> Sunday (21 Dec): Taize Prayer 6:30 PM

SABB will host 30 men for Winter Shelter from Monday 29 Dec through Monday 5 Jan.

**7:30 Parish Leadership Potluck Christmas Party Update – Susanne**

Everything is on track for the Friday, 12 December 6:30 to 10:30 PM Party at the Lipscomb home (1273 Swan Drive, Cape St. Claire 21409). A few RSVPs are still needed.

**7:35 Pastoral Council Nomination/Election Subcommittees**

2015 PC Election Subcommittee: John Phelan (chair) and Roger Crane to plan and lead effort. John to discuss schedule, communications, and process at January PC meeting and to send Roger a copy of the MOM developed for the 2014 election.

2016 PC Discernment Process Subcommittee: Rick Brewer (chair) and Audrey Carbine to explore and make recommendations for the possibility of using a discernment process for new PC members in lieu of election in 2016. The results of this could result in a change to the PC constitution. Rick be prepared to discuss process at January PC Meeting.

**7:45 Ministry Fair Decision and Communication with Our Ministries - Jim**

Fr. Jeff said this year’s decision not to have the Ministry Fair was because of scheduling conflicts. At this point, Fr. Jeff has not made a permanent decision to cancel the Ministry Fair; therefore next year's Council will pick up this topic. In the meantime, PC Liaisons should communicate the status to their Ministry Leaders. It also offers an opportunity to solicit nominations from their ministry members for our Parish Honors nomination.

Jim provided an email template (below) for us to use. Feel free to personalize/ modify:

To: (Ministry Leader)  
Subj: Pastoral Council Update

Dear xxx,

First, thank you again for the labor of love that you and your XXX ministry volunteers provide for our parish and community. And thank you also for supporting our parish's 3-in 1 - The New Evangelization as a Way of Life initiative which is having a significant impact on parishioners and our community.

Although this year's Parish Ministry Fair was cancelled due to scheduling conflicts, each ministry has an opportunity, if interested, in setting up and staffing an information booth after Masses at one of the monthly Donut Sundays throughout the year. If you are interested, please see the attached schedule and contact the hosting ministry leader to coordinate.

The annual Parish Honors nomination process will be starting next month. Please consider and pass along to your ministries that this is a good time to start thinking about possible nominees to be recognized for the service they provide for our parish and community.

- **Salt of the Earth, Light of the World**, our highest honor, is given to one person each year for long and faithful service to our parish community who has made a positive difference in the life and spirit of our parish community over time, and is a model of how to celebrate and witness to God's presence.
- **Loaves and Fishes** is an honor to an individual or group who has made a difference in a specific ministry within the past year, having generously given his/her/their gifts to enliven and nurture the life and ministry of our parish community.

If you have any questions, or if you have anything you'd like me to pass along to the Pastoral Council on your behalf, you are always feel free to contact me as your Pastoral Council Liaison.

Peace to you and your family and friends this blessed Advent season!

Your name and phone number

**8:00 2015 Parish Honors Subcommittee:**

Susanne Lipscomb (chair) and Jen Minor will plan and lead the effort. Our Parish Mission and Pillars should be our guide. Susanne will discuss the selection process, schedule, and communication at the January PC meeting. Initial action items include reviewing and simplifying the nomination form. PC liaisons should reach out to our Ministry Leads to solicit their inputs

for nominations (included in the letter template above). Father Jeff solicits inputs from the staff for infrastructure and finance related activities.

PC discussion to continue in January/February to firm up how the presentations should take place. There appears to be strong sentiment that the individual presentations should include recognition of all of the ministry members who enabled the individual being recognized. Presentations to be made at a Saturday evening Mass followed by a reception coordinated by the Hospitality Committee.

#### **8:10 Pastoral Council Constitution Subcommittee:**

Chris Mirezni (Chair) and Betsy Werthmann will plan and lead the effort. Task is to review the Constitution and make recommendations to the PC on the need to update it to match the shift of PC role from a management organization to a mission driven discernment organization. These tie in with the potential decision to change from an election process to a discernment process in 2016.

#### **8:20 - Sister Parish Relationship - ongoing discussion**

Discussion continued about who at SABB owns the sister parish relationship (Transfiguration, Baltimore and San Francisco de Asis, El Salvador) for the long term. We need to find parish members interested in assisting the transitory PC in this endeavor. One suggestion is to reach out to Spanish speaking members of our parish to assist us during visits from our Sister Parishes to try to develop that relationship.

Father Jeff told us that our next opportunity now appears to be at the end of January 2015 when the pastor and two women parishioners from San Francisco de Asis are scheduled to visit the SABB community for a week. Actions:

- Jim to liaise with Helen Maher to find out their schedule which will likely include an out of periodicity PC meeting so that they may attend.
- Jim to offer Helen a presentation slot at our 5 Jan PC meeting.
- Julia to discuss with her peers ideas for fostering a stronger sister-parish relationship between youth groups

#### **8:30 – Annual Review and reflection of the Parish Vision Statement**

A PC constitutional requirement. This was an open discussion in which Jim challenged us with the questions:

“What part(s) of the Vision are not in the current vision or scope of existing parish ministries or the Pastoral Staff? What is the PC's role, if any, in helping "activate" these aspects of the Vision?

We agreed that a PC role is to be idea generators in the pursuit of our church mission statement. Our discussion focused on ideas associated with the Worship and Prayer Pillar. We requested that Father take a look at offering Eucharistic Adoration at times convenient for

those who work. Julia pointed out that Father does it for the youth ministry every 2<sup>nd</sup> Monday at 7PM in the chapel. Father will also give us feedback in January about the potential for Holy hour immediately after the 1130 Sunday Mass when there are no baptisms. There was also a discussion about modifying hours for Lenten confessions and Father said that he has done so and had very few parishioners take advantage.

Action: Consider the Learning and Proclaiming the Gospel Pillar and be prepared to discuss at the January PC meeting. Tim Feist will make a guest appearance to discuss his Neighborhood Gathering idea.

### **8:45 PC Meet and Greet**

By unanimous vote -- PC will no longer do PC Meet and Greet

### **8:50 New Business**

Winter Shelter still needs some more volunteers. We expect to have a shower trailer this year. Coordination meeting set for 7PM 7 Dec in the upper hall.

### **9:00 Prayer to St. Andrew**

#### **January Agenda items:**

- \*Helen Maher – San Francisco de Asis visit schedule and PC role; potential additional PC meeting for them to attend
- \*Finance Committee Report (Moe Hickey)
- \*Subcommittee Status
  - 2014-15 Parish Honors
  - 2015 PC Election
  - 2016 PC Discernment
  - Constitution Review
- \*Follow-up on ideas/actions from December's review/reflection of "Worship and Prayer" pillar
- \*Discuss Vision ideas for pillar "Learning and Proclaiming the Gospel"
- \*Tim Feist – Neighborhood Gatherings Idea
  - \*Summer bagel Sundays. What is the plan for 2015? Discuss this while Fr. Jeff and Tim Feist are here.
- \*Confirm action for Ministry Fair
- \*Sister Parish relationship ideas
  - Include December follow-up question on reaching out to Hispanic parishioners

Calendar:

#### **January 2015**

1-5 – Winter Shelter

5 – PC Meeting 7-9 PM, ALC; Finance Committee Report (Gil Hageman)?

#### **February 2015**

- 2 – PC Meeting 7-9 PM, ALC; Proposed: Liturgy Committee Report (Zack Stachowski)?
- 8 – Donut Sunday (Adult Faith Formation)
- (18 – Ash Wednesday)

### **March 2015**

- 1 – Donut Sunday (SVDP)
- 2 – PC Meeting 7-9 PM, ALC, Justice and Peace Committee Report (Chris Figueras)?
- 15 – Welcome Brunch for new parishioners
- (30 - 31 – Easter Break AACCS)

### **April 2015**

- (1 - 6 -- Easter Break AACCS)
- 2 - 5 – Triduum
- 5 – Donut Sunday (UH) (*this might not be right*)
- 6 – PC Meeting 7-9 PM, ALC

### **May 2015**

- 2, 3 – PC Election
- 3 – Donut Sunday (PC)
- 4 – PC Meeting 7-9 PM, ALC
- 29 – SABB Leadership Potluck?
- 30 – New PC Orientation and Officer Election
- 30 – 3 year terms end/begin for 4 old/4 new PC members

### **June 2015**

- 1 – PC Meeting 7-9 PM, ALC
- 8 – Parish Picnic
- 14 – Welcome Brunch