

SABB Pastoral Council Meeting Minutes
Monday October 2, 2017

Attendance: Fr. Jeff Dausen, , Mary Jean Mollen, Mary Vartain, Traci LaValle, Sarah Smith, Brian Jordan, Susan Michaud, Denise O'Neill, Cathy Tengwall, Denise Crothers, Mike Riggan
Absent: Chuck Simpson, Marc Mckenna, Kate Crothers

- **Began Meeting With Prayer**

Come Holy Spirit, fill the hearts of your faithful and kindle in them the fire of your love.

Send forth Your Spirit and they shall be created. And you shall renew the face of the earth.

Let us pray. O God, Who didst instruct the hearts of the faithful by the light of the Holy Spirit, grant us in the same Spirit to be truly wise, and ever to rejoice in His consolation. Through Christ our Lord. Amen.

- **Lectio Divina ("Divine Reading")** 27th Sunday in Ordinary Time – 2nd I
Reading 2, Phil 4:6-9.

Brothers and sisters: Have no anxiety at all, but in everything, by prayer and petition, with thanksgiving, make your requests known to God.

Then the peace of God that surpasses all understanding will guard your hearts and minds in Christ Jesus. Finally, brothers and sisters, whatever is true, whatever is honorable, whatever is just, whatever is pure, whatever is lovely, whatever is gracious, if there is any excellence and if there is anything worthy of praise, think about these things. Keep on doing what you have learned and received and heard and seen in me. Then the God of peace will be with you.

- **Discussion Items**

- **Sister Parishes**

- Fr. Jeff spoke about the fundraiser for our Sister Parish in El Salvador - San Francisco De Asis Scholarship Fund.
- The cost per child is \$30 per month for elementary students. \$70 per month for high school. The school year is 10 months and begins in mid-January and continues through October.
- The SFdeA has the main parish in the city with 11 satellite parish in the area. The program is open to all the parishes. The number of children in the program depends upon the funds available. The students attend parochial schools as the public schools are substandard and unsafe. We will hold another donation weekend November 4-5. The funds will then be transferred in a lump sum. We will let our parish know the total amount contributed after October 5th. We may take in as much as \$12, 000 dollars based on contributions and commitments to date.
- Fr. Jeff thanked everyone who volunteered this past weekend.
- Fr. Jeff also mentioned that our other Sister Parish in Baltimore – Transfiguration will be hosting an event coming up on December 12 – 10AM Mass. Archbishop Lori will be presiding over the Mass. Fr. Jeff is hoping that some of the Council members can attend.

- **Ministry Assessment Summary**

- Traci thanked the Council Members for their support with the Ministry Assessments.
- 85% of the assessments were completed.

- Most ministries are thriving and have no significant needs at this time.
- Most common needs identified were for more people to serve on the ministry. Ministry Leaders also asked that more of the folks involved be willing to take a lead for certain aspects of the ministry or the ministry as a whole.
- Two ministries identified specific needs – music stands and loaner risers for the **Children’s Choir**. **Walking with Purpose** is looking for additional meeting space.
- A number of our ministries have some combination of a strong program, committed members and a vision/desire for the ministry to play a larger role in our mission to create and grow disciples.
- These leaders and ministries are good are good candidates to become key ministries for outreach and faith formation as St. Andrew by the Bay become more involved in the activities of Divine Renovation. Walking with Purpose, Men’s Ministries: Fishers or men, Beer and Barrons and Knights of Columbus, Youth Ministries and Hospitality.
- Discussed that two ministries could use one on one support:
- **Respect Life** (Maureen Stansell) has a number of worthwhile activities but needs help inviting new volunteers and delegating ownership of activities to others, new ideas and possibly use these activities to move to a transition plan.
- Mary agreed to continue working with Maureen over the next couple of weeks to move these ideas forward. Maureen agreed that a Ministry Operating Manual (MOM) is a good idea if the other members of the committee are involved.
- We also talked about succession plans and we could help to facilitate that process.
- Invite the community to see who would like to create a MOM.
- Listen to ideas-Reflect Life; need to discuss planning. Should we start over with a Town Hall Meeting? See who is interested and move on from there; brainstorm with Maureen and use the template.
- Respect Life has a number of successful programs: March For Life, Coat Drive, Birthright Baby Bottle Boomerang, Day After Christmas
- Reach out to Stephany Crane and ask her to suggest a name; use the template from Kathy Beard.
- **Intercessory Prayer Group** is also looking for someone to run meetings. Ann and Emilia are core in the Intercessory Prayer Group. They expressed a need for someone to lead them in prayer. Maybe they just need the affirmation that they are best qualified and able to lead the prayer. This needs to be discussed further; may not be a problem.

- **Altar Servers** (Shelly Reid) needs some activities; does not mind coordinating but could use help with training. Can we look to some of the High School freshman to support the training?
- Looking to create a core team of boys and girls who could help with training; some names that were mentioned: Phillip, Michael and Christine.
- We also discussed creating a recognition plan for those altar servers who have been with us for some time and have been doing an excellent job.
- **Ministry Summit Update (Mary Jean and Denise)**
 - Ministry Summit is on Saturday, October 28 from 8:00 AM- 11:45 AM in the Upper Hall. The purpose of the summit is to help all the ministries of our parish reflect on our mission, recognize our strengths and needs and to create and form missionary disciples.
 - This is meant to help each other, as a family of faith, to meet the needs of our Church.
 - Lectio Divina Gospel Reading from 10/28 – Luke 6:12
 - Will discuss Ministry Assessment results.
 - Stephanie Crane was able to get a facilitator – Joanne Cahoon.
 - Discussion will take about two hours – “What it means to be a Missionary Disciple”. How to invite people to serve.
 - Liaisons need to reach out to their respective Chairs to see if they are coming.
 - Twenty-three people have signed up to date.
- **Name Tag Sunday Every Month**
 - Name Tag Sunday was well received by everyone. Council Members agreed that we should have a Name Tag Sunday every month in conjunction with Donut Sunday. Fr. Jeff and Stephanie Crane worked well together; parishioners felt that female approach was nice.
- **Pastoral Council Liaisons**
 - Discernment Committee – Marc to chair. Committee members: Brian and Denise C. Committee will come up with plan for discernment.
- **SABB Update (Fr. Jeff)**
 - Fr. Jeff said that Stephanie broke her ankle and that she will be out of commission for awhile. Denise O’Neill will send Stephanie a Get Well card.
 - He thanked members again for their support during Name Tag Sunday.
 - Spoke about Annual Covenant Renewal; waiting to hear from San Fran Cisco De Asis.
 - Diane McGuire passed away; her funeral is next Tuesday (10/11).
 - Subject of a Parish Directory came up again; under consideration; however, we will need to someone to chair the activity.
 - Talked about coming up with ideas for Divine Renovation.

- Fr. Jeff also asked that we also say a join in a prayer for Cathy since she was to undergo surgery this week. He also administered the Anointing of the Sick as the other members participated in the sacrament.
- **Important Dates**
 - **October 28** – 8AM – 12 PM - **Ministry Summit**
 - **November 11** – 9AM-3PM – **Council Retreat**
 - Fr. Jeff will contact the Franciscan Friary in Ellicott City to see if they are able to accommodate us for the Pastoral Council Retreat Day
 - Traci will provide agenda items prior to the Retreat.
 - Some items for retreat: Divine Renovation; Strategic Planning, Archdiocese Plan for Reorganization, Final Discussion for Planning – Traci to send out notes; Archbishop’s Letter – Block 3; Workbook, Revisit Mission.
 - Think about ideas on Divine Renovation.
 - We will also spend some time getting to know one another.
- **Intercessory Prayer Intentions**
 - Leader: For whom shall we pray? Please be comforted by letting us pray for those who are in need.
 - Council members: State the prayer request and “Let us Pray”
 - Everyone responds “Lord hear our prayer”
- **Closing – Parish Prayer to St. Andrew**

Dear Holy Patron, St. Andrew, We pray to you for our Parish, our Community, and our Families. Our Parish honors you because of your faith-filled response to the call of Jesus. As you brought your brother Simon Peter to the Lord, help us to lead the Community to a deeper knowledge and love of Jesus, O Holy Fisherman, guide us in our daily work and protect us when the waters of life become stormy.

Care for us as a Parish touched by the beautiful waters of the Chesapeake and named in your honor. Intercede for our families; provide for our sick and needy; love our children; and lead back to the Lord those who have faltered in their religious duties; and bring us all at last to the joys of your company in eternal life, through Christ Our Lord.

SABB Pastoral Council Calendar

October 2017

2 Pastoral Council meeting

- Sister Parishes
- Ministry Assessments and Ministry Summit
- Name tag Sunday each month
- Date for Pastoral Council retreat

7&8 Meet and Greet (PC members make themselves available after Masses)

28 Ministry Summit 8:00AM - Noon in Upper Hall

Annual Sister Parish Covenant Renewal, 5 PM Mass followed by reception in Upper Hall

November 2017

- 6 Pastoral Council meeting
- Committee reports on timing of discernment process and parish honors
 - Follow up from Ministry Summit
 - Set date for December potluck

4&5 Meet and Greet (PC members make themselves available after Masses)

11 SABB Parish Council Retreat

Annual Sister Parish Covenant Renewal, 5 PM Mass followed by reception in Upper Hall

December 2017

4 Pastoral Council meeting

- Reboot

2&3 Meet and Greet (PC members make themselves available after Masses)

TBD SABB Leadership Potluck Dinner

26–2 Jan – Winter Relief Shelter

January 2018

8 Pastoral Council meeting

- Role of youth representative

6&7 Meet and Greet (PC members make themselves available after Masses)

February 2018

5 Pastoral Council meeting

- Reboot

3&4 Meet and Greet (PC members make themselves available after Masses)

14 Ash Wednesday

March 2018

5 Pastoral Council meeting (Mary Jean's birthday)

3&4 Meet and Greet (PC members make themselves available after Masses)

7 Reboot Event

TBD Parish honors mass (Susan to chair, Mike, Chuck and Sarah on committee)

TBD Pastoral Council discernment meetings (Brian to chair, Marc and Denise C. on committee)

April 2018

1 Easter

9 Pastoral Council meeting

- Set date for May potluck

7&8 Meet and Greet (PC members make themselves available after Masses)

22 Earth Day

TBD Pastoral Council discernment meetings

May 2018

7 Pastoral Council meeting

5&6 Meet and Greet (PC members make themselves available after Masses)

6 Pastoral Council hosts donut Sunday

TBD SABB Leadership Potluck

TBD New Pastoral Council Orientation and Officer Election

End of May 3 year terms end/begin for 4 old/4 new PC members

June 2018

4 Pastoral Council meeting

- Set tentative date for Pastoral Council retreat in September

2&3 Meet and Greet (PC members make themselves available after Masses)
TBD Parish picnic