

SABB Pastoral Council Meeting Minutes
Monday October 1, 2018

Attendance: Fr. Jeff Dausen, Traci LaValle, Sarah Smith, Marc Mckenna, Denise Crothers, Denise O'Neill, Chuck Simpson, Mary Vartain, Scott Carson, Joel Grim, Paul White, Kate Crothers, Finance Council Rep - Richard Stwolinsky, Mike Riggan.

- **Began Meeting with Introductions and Prayer.**

Come Holy Spirit, fill the hearts of your faithful and kindle in them the fire 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 Year B Mark 10:2-16

The Pharisees approached Jesus and asked, "Is it lawful for a husband to divorce his wife?" They were testing him. He said to them in reply, "What did Moses command you?" They replied, "Moses permitted a husband to write a bill of divorce and dismiss her." But Jesus told them, "Because of the hardness of your hearts he wrote you this commandment. But from the beginning of creation, *God made them male and female. For this reason, a man shall leave his father and mother and be joined to his wife, and the two shall become one flesh.* So, they are no longer two but one flesh. Therefore, what God has joined together, no human being must separate." In the house the disciples again questioned Jesus about this. He said to them, "Whoever divorces his wife and marries another commits adultery against her; and if she divorces her husband and marries another, she commits adultery."

And people were bringing children to him that he might touch them, but the disciples rebuked them. When Jesus saw this, he became indignant and said to them, "Let the children come to me; do not prevent them, for the kingdom of God belongs to such as these. Amen, I say to you, whoever does not accept the kingdom of God like a child will not enter it." Then he embraced them and blessed them, placing his hands on them.

- **Discussion Items**

- **Finance Council Update**

- Richard is Director of Facilities in the Washington, D.C. Archdiocese.
- Richard passed out copies of the Financial Report and covered the budget in detail.
- Fr. Jeff mentioned that there is very little decline in the number of families here at St. Andrew By the Bay. A few families have left and Father Jeff reviews their letters personally. Fr. Jeff informs the Archdiocese and the Bishop when families leave. We have also had a couple of families return to the Parish. Richard complimented Fr. Jeff on the way he works with these families.

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- Spoke about the Foundation created by his brother in honor of Richard's wife. Donation was provided for the new courtyard and St. Andrew Statue. All major work is completed; now working on landscaping in the new courtyard by St. Andrew status and at the statue of St. Mary.
- Dedication Mass with Bishop Brennan presiding is schedule for Saturday, October 13th at the 5 pm Mass, with the Rite of Dedication immediately afterwards. Refreshments will be served outside in the new courtyard by the Hospitality Committee.
- Spoke of the work done with the LED lights in the church; window sills are also scheduled to be replaced. Also, spoke about LED lights and ceiling tiles being replaced in the Parish Center Lower Level and a coat of fresh paint.
- Upper Level of the Parish Center – Fresh Coat of Paint in classroom hallways, New Drop Ceilings next year, LED Lighting to come.
- Ceiling tiles and lights in the Upper Hall are also scheduled to be replaced.
- Richard also explained about the very elaborate money counting process that is used with the weekly collections.
- **Ministry Summit Update and Requests**
 - Chuck covered the Ministry Summit updates; thanked his support group: Denise O'Neil, Denise Crothers, Mary Jean and Traci.
 - Program looks good; Stephany Crane will fill in for Fr. Jeff during his absence.
 - Rachel Sitomer will sing; Chuck will be the M.C.
 - Chuck will meet with Stephany this Thursday to go over the technical details.
 - Mary Jean and Denise Crothers have provided their updates.
 - Rick O'Sullivan will work with Traci to provide slides.
 - Will meet with Kim (Hospitality Team) Friday night. We will also get together on Friday night to help set up.
 - Paul will ask Alaina about sending out a broadcast email as a reminder.
 - Pastoral Council members will meet at 7 AM Saturday to care for any final details.
 - We talked about the survey form to be used after the meeting and encouraged Council members to reach out to their respective Ministry Leads to remind them of the summit.
 - As of October 1, we have about 36 people who we know are attending.
 - Fr. Jeff mentioned that our commitment to this Summit is extremely important during these difficult times for the Church. It is a time for purification; please pray for the Summit!
- **Logistics for Time and Talent**
 - Stephany and Rick will help with this; Paul will see if he can chair Time and Talent.
- **Decide on Chapter Assignments for Retreat**
 - We decided that we should have 4 members covering the chapters:
 - **Chapters 5-7** – Traci, Marc, Denise O and Mike
 - **Chapters 8-10** –Denise C., Mary, Kate and Sarah
 - **Chapters 11-12:** Chuck, Scott, Paul and Joel

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- **Important Dates**

- Traci walked through the calendar and covered the important dates. Other dates, as in the Welcome Sundays, are covered in the Parish Calendar.

- **October**

- **4- Anne Arundel County Together – Meeting will take place at CT -**

- **6** - Ministry Summit 8:00 AM – 12 PM in Upper Hall

- **14** - Archbishop Oscar Romero Canonized

- **14** - New Member Welcome Brunch – This Brunch is hosted by the Welcome Committee. It is for new members at St. Andrew By the Bay, as well as, potential members. Fr. Jeff will attend. Parish Staff and Pastoral Council members are also welcome.

- **16&17** - Ministry Workshop

- **20** - Sister Parish Covenant Renewal, 5 PM Mass and Potluck in Upper Hall. Our Sister Parish San Francisco De Asis representatives may not be able to attend.

- **27&28** - Time and Talent Festival

- **November - No Pastoral Council Meeting due to Retreat**

- **10** - Pastoral Council Retreat at Shrine of St. Anthony, Ellicott City
- Chapter Assignments are covered

- **December 2018**

- **1&2** - Community Sunday and Fair-Trade Fair

- **3 - Pastoral Council Meeting**

- Communication-Marc and Scott

- Marc spoke with Craig Anonsen and Lisa Leitch at MACC in Davidsonville. Conversation was short but informative. Lisa suggested that he contact Josh Shirlen who is the Ministry Outreach Coordinator at Bay Area Church in Crownsville. Marc sent an email to him this morning to arrange a "date." Marc will update when he gets a response.

- Parish Honors Detail Plan-Mike and Sarah will co-chair this year

- Discernment process detail plan--Marc, Chuck, Denise C.

- **TBD SABB Leadership Potluck Dinner**

- (Dec. 26–Jan 2 Winter Relief Shelter)

- **January 2019**

- **7** - Pastoral Council Meeting

- **13** - Volunteer appreciation event 12:30 PM-3:00 PM

- **February 2019**

- **4** - Pastoral Council Meeting

- **March 2019**

- **4** - Pastoral Council Meeting

- **6** - Ash Wednesday

- **TBD Parish Honors Mass**

- **TBD Pastoral Council Discernment Meetings**

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- **April 2019**
 - **1** - Pastoral Council Meeting
 - **7&8** - Pastoral Council hosts Community Sunday (name tags and engagement over donuts)
 - **21**-Easter
 - **TBD Pastoral Council Discernment Meetings**
- **May 2019**
 - **6**-Pastoral Council Meeting
 - Set date for Pastoral Council retreat in September
 - **TBD SABB Leadership Potluck**
 - **TBD New Pastoral Council Orientation and Officer Election**
- **June 2019**
 - **3**-Pastoral Council Meeting
 - **TBD - Parish Picnic**
 - **End of June** - 3-year terms end/begin for council members
- **SABB Update (Fr. Jeff)**
 - Fr. Jeff mentioned that Lynn Chronister has been suffering for some time with Parkinson's Disease. She now has a new team and will be stepping down in January. It is a paid position; hours fluctuate.
 - An ad will be in the bulleting on 10/13 for this position.
 - Since she is on Parish Staff she cannot be presented with an award at the Parish Honors Mass.
 - We need to start thinking about how we can honor her for her years of service.
 - Fr. Jeff also about the ACT (Anne Arundel Connecting Together) Launch Meeting coming up this Thursday at First Christian Community Church in Annapolis.
 - SABB has committed \$10,000 dollars for the next five years to support this effort.
 - The donations are coming from the interest gained on a private endowment set up by one of our Parish members. When Fr. Jeff spoke to the donor he wanted this money to be used for Outreach type of activities and felt that this definitely fit into one of those categories.
- **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

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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. Amen

SABB Pastoral Council Calendar

October 2018

1 Pastoral Council meeting
6 & 7 Community Sunday (name tags and engagement over donuts)
6 Summit 8:00AM - noon in Upper Hall
14 Archbishop Oscar Romero Canonized
14 New Member Welcome Brunch
16 & 17 Ministry Workshop
20 Sister Parish covenant Renewal, 5 PM Mass and Potluck in Upper Hall
27 & 28 Time and Talent Festival

November 2018

Pastoral Council not meeting--NO MEETING DUE TO RETREAT

3 & 4 Community Sunday (name tags and engagement over donuts)
10 Pastoral Council Retreat at Shrine of St. Anthony, Ellicott City

- Chapters 5-7 Who?
- Chapters 8-10 Who?
- Chapters 11, 12 Who?
- Set date for December potluck

December 2018

3 Pastoral Council meeting

- Communication--Marc and Scott
- Parish Honors detail plan--Mike and Sarah
- Discernment process detail plan--Marc, Chuck, Denise C.

1 & 2 Community Sunday and Fair-Trade Fair

TBD SABB Leadership Potluck Dinner

(26 - Jan 2 Winter Relief Shelter)

January 2019

7 Pastoral Council meeting
5 & 6 Community Sunday (name tags and engagement over donuts)
13 Volunteer appreciation event 12:30 - 3:00pm

February 2019

4 Pastoral Council meeting
2 & 3 Community Sunday (name tags and engagement over donuts)

March 2019

4 Pastoral Council meeting
2 & 3 Community Sunday (name tags and engagement over donuts)
6 Ash Wednesday

TBD Parish Honors Mass

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TBD Pastoral Council Discernment Meetings

April 2019

1 Pastoral Council meeting

7 & 8 Pastoral Council hosts Community Sunday (name tags and engagement over donuts)

21 Easter

TBD Pastoral Council Discernment Meetings

May 2019

6 Pastoral Council meeting

- Set date for Pastoral Council retreat in September

4 & 5 Community Sunday (name tags and engagement over donuts)

TBD SABB Leadership Potluck

TBD New Pastoral Council Orientation and Officer Election

June 2019

3 Pastoral Council meeting

1 & 2 Community Sunday (name tags and engagement over donuts)

TBD Parish picnic

End of June 3 year terms end/begin for council members

Last Month Notes

- **Our Commitment to Each Other**
 - Traci began the meeting by discussing our commitments to each other during our meetings.
 - We should be open and honest and our meetings should be a safe place.
 - Active Listening, try not to interrupt.
 - Some folks tend to speak as they are listening while others tend to listen before they speak. Regardless, of one's practice, they should feel free to speak.
- **Plan for the Year**
 - Our role this year-come closer to Christ may move us to take on a ministry.
 - We are an advisory board to Fr. Jeff and the ministries.
 - Discussed the Archdiocese Plan of Evangelization – Sharing Our Faith.
 - A transition from a Maintenance (711) Plan to one of Evangelization
 - Fr. Jeff will share the final Archdiocese Plan once it finalized.
 - We need to be proactive outside of our Parish.
 - Fr. Jeff explained that St. Andrew by the Bay will not be consolidated.
 - Discussed our reading assignment – **Forming Intentional Disciples**.
 - What did we accomplish last year based on our reading - Divine Renovation and planning:
 - Ministry Summit
 - Reboot
 - Welcome Desk
 - Knowing Christ – What is God's Call?

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- **Ministry Summit**
 - Ministry Summit 8-12 PM - Upper Hall. 7:30 Adoration
 - Chuck said that the Agenda is ready may need to tweak.
 - Chuck will email all of the Ministry Leads.
 - Our goal is to help the Ministries become more aware of their relationship with Christ, as well as, how to evangelize.
 - How can the Council help?
 - Meeting scheduled next Wednesday (10/19) – 6PM at Broadneck Grill.
 - Ministry Fair – Time and Talent (10/27, 10/28) to follow the Summit.
 - Bring the ministries together; What do they need from Jesus and us?
 - How do you promote your news for the Parish?
 - Mark and Scott volunteered to contact the Archdiocese; to see how some of the parishes are communicating more effectively. What can we do other printing out bulletins every weekend?
 - We will do another survey after the Summit.
 - The Council Liaisons should notify their respective Ministry Leads about the Ministry Fair. Need to ensure that the Ministry Leads follow-up in two weeks when someone signs up.
- **Important Dates**
 - Traci walked through the calendar and covered the important dates.
 - Pastoral Council Meeting will be the first date each month.
 - **September**
 - Lector Workshop this Saturday (9/15) – 8AM-12 PM – Upper Hall for Lectors or those interested in becoming Lectors.
 - **October**
 - Pastoral Council Meeting (10/1) – Finance Council Member will attend to provide us with an update on finances – Richard Stwolinski.
 - Ministry Summit (10/6) – 8AM – 12 PM - Upper Hall. 7:30 Adoration
 - October 6&7 - Community Sunday (name tags and engagement over donuts).
 - Sister Parish Covenant Renewal (10/20) - 5 PM Mass and Potluck in Upper Hall – Four visitors from El Salvador.
 - Time and Talent Festival – (10/27-10/28).
 - **November**
 - Pastoral Council Retreat (11/10) at Shrine of St. Anthony, Ellicott City
 - **December**
 - SABB Leadership Potluck Dinner - **TBD**
 - Winter Relief Shelter (12/26–Jan 2) – **starts on a Wednesday this year.**
 - **January**
 - Volunteer Appreciation Event (1/13) - 12:30PM - 3:00 PM
 - **March 2019**
 - Ash Wednesday (3/6)
 - Parish Honors Mass - **TBD**
 - Pastoral Council Discernment Meeting - **TBD**
 - **April**

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- Pastoral Council hosts Community Sunday (4/7-4/8) (name tags and engagement over donuts)
- Easter (4/21)
- Pastoral Council Discernment Meeting - **TBD**
- **May 2019**
 - **Pastoral Council Meeting (5/6)**
- Set date for Pastoral Council retreat in September
 - SABB Leadership Potluck - **TBD**
 - New Pastoral Council Orientation and Officer Election - **TBD**
- **June 2019**
 - Parish Picnic - **TBD**
 - **End of June** - 3 Year Terms end/begin for council members
- **Committees**
 - **Discernment Process**
 - Traci mentioned that 2019 is the last year for four of us – Traci LaValle, Michael Riggan, Denise O’Neill and Marc McKenna.
 - Discussed the Discernment Process – Mark, Denise and Chuck volunteered to work on the Discernment Process.
 - Mark shared some of the background - what is required, expectations, announcements. Meetings start in March.
 - **Parish Honors**
 - Need to work on timelines, announcements, Sarah, Mike and Paul volunteered to work on the Parish Honors Process.
- **Pastoral Council Liaisons**
 - We need to keep the lines of communication open with the Ministry Leads. Fr. Jeff recommended that we call them before the meetings to see what is new with their ministries; see if they have something they want us to address at the meeting or if they want to attend.
 - Fr. Jeff will update the Parish Ministry Leader Contact List and send it out to the team.
- **SABB Update (Fr. Jeff)**
 - Fr. Jeff talked about the new plaza; donations came from one of the Parish members in honor of his wife.
 - Pavers were not donated; those donations are coming from other Parish members.
 - Hard construction portion is complete. Need to complete plantings and final touches. Plantings and new benches at St. Andrew St. Mary statues. There will be a Mass of Dedication with Bishop Brennan presiding on Saturday, October 13th at the 5 pm Mass, with the Rite of Dedication immediately afterwards.
 - Jen Minor is full time as Religious Ed Coordinator
 - Spoke about suicide in the Parish and how Youth came together to support the parents.
 - Sister Parish Covenant Renewal - 5 PM Mass scheduled for October 20 - Potluck in Upper Hall.
 - Archbishop Romero to be canonized on 10/14; this is a major event for our Sister Parish San Francisco De Asis.

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- A great deal of renovation work has been completed in the Church and Parish Hall
 - Church – All lighting now LED.
 - Lower Hall - LED Lighting; Replaced Drop Ceilings and Fresh Coat of Paint
 - Upper Level of the Parish Center – Fresh Coat of Paint in classroom hallways, New Drop Ceilings next year, LED Lighting to come.
- Welcome Brunch scheduled October 14 after 11:30 Mass; Fr. Jeff said that we have about 1900 families now.
- Concert to benefit the Esperanza Center was a huge success – raised over \$4000 dollars to support the immigrants and the center.
- Rachel Sitomer and Jillian Finnamore and some special guests put on an excellent concert.
- **How Do We Communicate**
 - Last discussion revolved around where do we go from here.
 - Talked about reading - **Forming Intentional Disciples**.
 - Do we chop it up by chapters?
 - Talked about using the Study Guide and assigning Council Members to review certain chapters.
 - How can we use what we read to support the Ministry Leads?
 - Read the book to help us generate ideas.
 - Start with Chapter 5 since most of the first four chapters are statistics.
 - Finish reading chapters 5-12 before the November Retreat.
- **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**

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SABB Pastoral Council Calendar

September 2018

10 First Pastoral Council meeting of new year. It's the second Monday

- Ministry Summit
- Plan for the year

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- Committees and ministry liaisons

1 Mass on the grass

9 Parish Picnic

15 Lector Workshop

October 2018

1 Pastoral Council Meeting

6&7 Community Sunday (name tags and engagement over donuts)

6 Ministry Summit 8:00AM - noon in Upper Hall. 7:30 Adoration

20 Sister Parish Covenant Renewal, 5 PM Mass and Potluck in Upper Hall

27&28 Time and Talent Festival

November 2018

5 Pastoral Council Meeting

- Committee reports on timing of discernment process and parish honors
- Set date for December potluck

3&4 Community Sunday (name tags and engagement over donuts)

10 Pastoral Council Retreat at Shrine of St. Anthony, Ellicott City

December 2018

3 Pastoral Council Meeting

1&2 Community Sunday and FairTrade Fair

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April 2019

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7&8 Pastoral Council hosts Community Sunday (name tags and engagement over donuts)

21 Easter

TBD Pastoral Council Discernment Meeting

May 2019

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6 Pastoral Council Meeting

- Set date for Pastoral Council retreat in September
- 4&5** Community Sunday (name tags and engagement over donuts)
- TBD** SABB Leadership Potluck
- TBD** New Pastoral Council Orientation and Officer Election

June 2019

3 Pastoral Council Meeting

- 1&2** Community Sunday (name tags and engagement over donuts)
- TBD** Parish Picnic
- End of June** - 3 year terms end/begin for council members