

These meeting minutes were approved by the Parish Council
at the 20 December 2005 meeting.

**SAINT CECILIA PARISH COUNCIL
MEETING
Tuesday November 15, 2005**

MEMBERS PRESENT: Karen Popelka, Jonathan Weber, Ed Fawkes, Chuck Gilarski, Terry Herrman, Bill Haas, Alan Christy, Pat Halbur and Father Terry.

MEMBERS ABSENT: Jean Kresse, LuAnn Vulgamott and Bud Montang.

OTHERS PRESENT: Arlene Stacy, Randy Dalhoff, Bob Hauser, and Jim Westphal.

1. **CALL TO ORDER:** Ed Fawkes called the meeting to order at 7:01 p.m.
2. **PRAYER:** Ed Fawkes led the group in prayer.
3. **SECRETARY'S REPORT:** MOTION by Bill Haas, supported by Terry Herrman to accept the minutes from the September meeting as presented. MOTION CARRIED.
4. **STAFF REPORTS:**

Financial Report - Arlene Stacy reviewed the items in her report ([See addendum #1](#)). She also informed the Council that she would be quitting her position as Business Manager and returning to Texas in January.

Parish Community Life Coordinator - Therese Baker has been selected as the new Parish Community Life Coordinator. She had a letter of introduction in the packet. ([See addendum #2](#)). Father Terry reported that she is enthusiastic about her new position and has a desk in the Parish Office.

Speaking of Parish Community Life, Ed Fawkes reminded the Council that they would be hosting a Parish Breakfast on January 8, 2006.

Spiritual Growth & Liturgy - Bob Hauser reviewed some of the points made in the Minutes of the Committee, which were included in the packets ([See addenda #3a and #3b](#)). He said the Committee is working on its self assessment. He noted that they are working on plans for the Christmas liturgies adding that additional chairs will be a problem this year due to construction.

Bob also said:

- That Jean Carter McHugh was well received, as was Sister Therese Even. About 200 people were present the last night of the Mission.
- The Remembrance Celebration was well attended. It seems that more people attend when the celebration is held on All Souls Day than when it is held on another date.
- The Good Neighbor Concert raised \$6000+ for the co-operative.

Upcoming dates:

- Praise Saint Cecilia Night - November 19th.
- Still Point Theater production - November 20th.
- Feast of Our Lady of Guadalupe - December 12th.

Bob said he would like to see more Choir members.

Youth Ministry Report - Karen Popelka reported on the notes in the packet ([See addendum #4](#)). It was suggested that we have some of the people who attended NCYC report during a Mass. Karen also said:

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- Joe Lawlor is concerned about attendance. He has suggested testing the students and those who fail would be denied Confirmation. Both Karen and Jon Weber disagreed with that approach as they see it more a delinquency on the part of parents and don't feel a youngster should be punished for the delinquency of the parent.
- They are considering changing the Appalachia Trip to the last full week in July.
- Negative comments from Committee members are not being recorded in the Minutes of the Committee.
- There is great attendance at the Middle School level.

Ed Fawkes reported that a survey was conducted among those who went on the Appalachia trip. Some of the highlights of that survey were:

- Almost everyone appreciated the bus, especially chaperones who didn't have to drive.
- Accommodations were too small, COAP was overbooked.
- Almost all respondents to the survey said they want to attend again next year.
- All were pleased that the Madrid group was included.

5. OLD BUSINESS:

- A. Evening of Reflection - Father Terry** thanked those who attended and participated in the evening's activities. He thought this generated a list of things to think about from year to year. It is a valuable tool to use in the Parish Council assessment process.

There were notes regarding the evening in the Parish Council packets prepared by Bill Haas. ([See addendum #5](#)).

- B. Parish Council Assessment - Bill Haas** did a brainstorming exercise using the questions at the top of page 4 of the report in the Parish Council packets ([See addendum #6](#)).

Question: In the past year, has the parish council (or the Pastoral Team, including pastor, staff, parish council, and parish council committees) helped to fulfill the mission, purpose, and functions of the parish council (as described on pages 2 & 3 of the document referenced above)?

Answer: YES!

Question: In what ways?

Answer:

- Formed the new Parish Community Life Committee
- Adopted the people of Good Shepherd Parish
- Provided a variety of spiritual growth opportunities
- Providing Generations of Faith program
- Provided encouragement and guidance to standing committees
- Our liturgy evangelizes
- In liturgy, our public worship, supported by several ministries, music, lectors, extraordinary ministers of the Eucharist, servers
- In adoration of the Eucharist, prayer services, prayer group worship
- In welcoming, supported by greeters, ushers, staff
- In welcoming, community-building, through ministry to Hispanic community, Corn Fest celebration, breakfasts, pot lucks,
- In Eucharistic ministry to hospitalized and home-bound,
- In ministry to the poor, disadvantaged, and distressed, through Good Samaritan food donations, Black Bag donations, funeral lunches, meals at First United Methodist Church, Giving Tree activity, choir participation in Good Neighbor benefit concert, service at Emergency Residence Project, Appalachia trip, Knights of Columbus, Appalachia warehouse

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- In spiritual and educational ministry to the youth of the parish, through the Religious Education, School, and Youth Ministry programs, including the Liturgy of the Word for Children and the Middle School Youth Group
- In ministry to families, supported by the Family Life Committee. Examples include Vacation Bible School, Forming Kids for Christ, Play Days,
- In maintenance and improvement of parish facilities

Question: What actions were most effective?

Answer:

- The Parish Council practice of involving parish council members in committee activities and liaison enhances communications and enlivens both the council and the committees.
- Actions to provide a new Gathering Center and improve the worship space
- Development and encouragement of ministers and leaders (e.g., staff, parish council members, deacon teams, RCIA team, new deacons and lay ministers of prayer, committee members and chairs, youth peer ministers,
- Generations of Faith activities
- Saint Cecilia Gala
- Rite of Christian Initiation of Adults (RCIA) activities
- Night of Reflection. Consider doing again with each Parish Council member bringing another parish member as a co-worker.
- Hired Parish Community Life Coordinator

Question: Why?

Answer:

- Involvement of many new volunteers
- Gala activity will increase resources available for education activities
- They featured ownership and empowerment
- Results of Night of Reflection
- Person-to-person communication was an important characteristic
- These activities built community
- Generations of Faith involves all ages; evangelization is central.

Question: What actions need improvement?

Answer:

- Communication with parish members needs improvement. In particular, we need to be more active in soliciting input from them, taking it seriously, and in reporting back to them what we have heard and what our response is. We would benefit by having more dialogue on topics of concern, for example in open forum sessions
- Welcoming needs strengthening
- We need more prayer and other emphasis on vocations, especially regarding vocations from this parish – recognize servers, lectors, choir members, other ministers and ministries.
- We could do better in identifying parish needs and acting as a parish to address them.
- Lay formation may need improvement

Question: What changes are needed?

Answer:

- Major activities should consistently seek evaluation / guidance from the participants / customers (e. g., Appalachia trip, Generations of Faith, RCIA,) At minimum, include solicitation and e-mail address for feedback/comment on handouts
- As individuals, we need to be part of a warmer, more welcoming community. Structure activities and practices at weekend liturgies and other large and small gatherings to encourage and practice this.

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Bill Haas invited e-mails to be sent to him with any more ideas or comments. At future meetings the parish council will likely review / modify these initial observations, discuss priorities and proposed goals and objectives, and begin more detailed planning for the future.

- C. Veterans Memorial Bricks - Ed Fawkes** read two thank you letters from the committee to build the Veteran's Memorial thanking the Parish Council for their contributions.

6. NEW BUSINESS:

- A. Pews - Ed Fawkes** told the group that up until this time, **Alan Christy** has been spending his own time and money on materials to keep the pews in shape. There are at present 9 pews in need of work and Ed feels we should pay Alan for materials at least. A bill for \$218.00 will be submitted to the Parish Office for these repairs.

The removal of a pew on the left side of the church to aid the handicapped as discussed at an earlier Parish Council meeting has not occurred. The need has yet to be apparent.

7. COMMITTEE REPORTS-

Finance and Administration - The Minutes of the Finance Committee contained in the packet ([See addendum #7](#)). **Randy Dalhoff** said advertising for a new Business Manager will begin tomorrow it will be difficult to find somebody over the holidays.

Elections - No report.

Good Shepherd Parish - A report from Good Shepherd was handed out at the meeting. ([See addendum #8](#)).

Deanery - No report!

Parish Community Life Committee - No report.

Facilities - No report.

Youth Ministry- Report given earlier, ([See addendum #4](#)).

Long Range Building Committee – **Alan Christy** said there will be heat in the church this weekend. The minutes of this committee's activities are on the web.

Social Concerns Committee - **Chuck Gilarski** reported that **Patty Rua** will step down as chair of this committee although she will continue to serve on it. **Doreen Berg** will be the new chair. The minutes from this committee will be forthcoming.

Chuck also reported:

- \$1000.00 was donated to Good Neighbor for heating assistance.
- The committee will meet the 3rd Monday of the month.
- The Giving Tree will be set up although the location has yet to be determined and gifts must be returned by December 12th.
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Sanctity of Life - **Jonathan Weber** reported that this committee will meet on Saturday evenings after the 5:00 pm Mass. The minutes of the September meeting are in the packet. ([See addendum #9](#)). He also reported:

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- The committee is purchasing 3 Birthright information packages regarding abortion, one will be placed in the church.
- One person per month is charged with reporting on a book, which describes the sanctity of life, and the Catholic Church's stand on various issues.

Board of Education - Pat Halbur handed out and reviewed a report of the Board of Education ([See addendum #10](#)).

Family Life Committee - Terry Herrman handed out the minutes of the committee and reported on the highlights. ([See addendum #11](#)).

8. OBSERVATIONS/EVALUATION/FEEDBACK

Karen Popelka asked if something could be done to help the elderly into the Church during the winter months such as the use of a wheelchair.

9. PASTORAL COMMENTS - Father Terry reminded the Council of the Thomas Merton production Sunday afternoon and the Saint Cecilia Night of Praise. He also passed on the news that **Father Arnold Deering** had passed away this afternoon.

10. ADJOURNMENT - The meeting was adjourned at 9:23 p.m.

NOTE: *The next meeting will take place at 7:00 p.m. on Tuesday, December 20, 2005, in the Adult/Youth Room.*

Respectfully submitted, Jim **Westphal**, Recording Secretary