

Parish Council

MINUTES

OCTOBER 18, 2014

9:00 AM-12:00 PM

PARISH HOUSE

MEETING CALLED BY	Heather Hazel
TYPE OF MEETING	Parish Council Working Meeting
FACILITATOR	Heather Hazel
NOTE TAKER	Heather Hazel
TIMEKEEPER	Heather Hazel
ATTENDEES	Mark Pasquale, Michael Ciarrocchi, Tom Loto, Dottie Moon, Ashley Dombrowski, Meghan Hatt, Kathi Loto, Linda Boothroyd, Richard Potticary, Heather Hazel, Father Michael Smith

Agenda topics

30

WEBSITE

ASHLEY DOMBROWSKI

DISCUSSION	<p>Drop downs are being cut off on iPad and tablets but not on smart phones. Also, formatting is different for printing. Dottie suggested to upload items as a PDF to resolve this problem.</p> <p>The new website will be promoted by bulletin, email blast, Facebook and Twitter. Dottie asked if we should also be on Instagram. Ashley to ask Erin Butler about Instagram.</p> <p>Ashley is the "point person" for the website. Any events for calendar – send to Ashley. Ashley to meet with Patty, Dennis and John Orzel on how to update the pages and make changes on each ministry.</p>	
CONCLUSIONS	<p>In the future, the website will be utilizing the blog function. Social media hits back to the blog. Ashley to send out newsletter on a weekday basis which would be the bulletin news which would link back to the blog. Dottie suggested restarting Father's weekly newsletter.</p> <p>Ashley also noted that more upgrades will be coming to the website such as moving pictures.</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
A letter and/or training will be sent to the ministry heads on how to make changes on their page for the website.	Ashley	

30

MINISTRIES LOOKING FOR NEW LEADERSHIP

HEATHER HAZEL

DISCUSSION	<p>Spirit Weekend – fruitful to lay foundation, continue this as each small addition is important and welcomed 2 new families that evening alone.</p> <p>Community Appreciation dinner – overwhelmingly positive reception – a number of individuals wanted to participate – expand to ask people outside of the Parish Council. Need to pick a date. Heather to check on dates for the dinner. Maybe tie it in with the anniversary of the wells in Africa which can be possibly discussed with Don Joy.</p> <p>Marriage Prep – Pamphlets are handed out to couples. Father Michael to look into this – Past Confirmation kids are starting to get married in the next couple of years and marriage prep is usually completed where they live.</p> <p>Inclusion Ministry – Parishioners with special needs. Mark suggested maybe an advocate on the Liturgy Committee should take this on.</p> <p>Caring Clowns – Linda Boothroyd is part of this ministry. Dottie and Linda to talk to Nicole regarding the status of this ministry.</p> <p>Social justice and Peace – This ministry had 14 members at one time yet no one wanted to take leadership. Someone was contacted a few years ago after a Peace Mass but nothing ever came of it. Michael suggested maybe the Youth Group can be involved as they have passion and energy and support but they would not be qualified to lead the ministry.</p>	
CONCLUSIONS	<p>Dottie suggested we should shake it up and make it more lively. Richard suggested to keep the youth in the Parish by being a Eucharist Minister. Meghan suggested putting a blurb in the bulletin that ministries need help. Linda suggested that a training session for the ministry and a testimonial would help. Heather stressed the importance of</p>	

	personal invites to ministries.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
It was suggested by several members (Linda, Richard, Michael and Mark) that a new theme for Spirit Weekend could be a Fall Tailgating event. This would be held in the Church parking lot perhaps on a Saturday or Sunday afternoon and include such events as a "chili contest cook off".	Parish Council	

45

COMMUNICATION

HEATHER HAZEL

DISCUSSION	<p>Monthly announcement from Parish Council on needs for committee participation, additional members for ministries/updates on projects. The monthly Spirit Weekend is the 2nd Sunday of each month during the 2nd collection. Notify Dottie for any Spirit Weekend announcement. Limit to 45 seconds with just Parish information. Text should be prepared ahead of time and read by the Cantor or someone else.</p> <p>Use of bulletin board space for collage of "selfies" of each Parish Council member and for each ministry head with name. Heather to send out an email to all leads asking to send a selfie by November 16th so it can be displayed. Ashley will be putting the display together for the Narthex, the Parish Hall and on the website. Ashley needs spelling of full name and contact info and what ministry they belong to emailed to Ashley@holyfamilyhebron.org. Feeding the Hungry was led by Emily Saunders last Easter Season. Emily is planning to run it again this year but on a larger scale. Perhaps holding it at RHAM and having many churches involved. CHF will be doing the rice bowls this year which is mandatory by the diocese.</p> <p>Dottie mentioned we will be introducing yourself to your neighbor in Mass during the Advent.</p> <p>The Liturgy Committee will introduce this year's Liturgical theme as "Living Christ's Path Together" for both CHF and ST.C.</p> <p>Liturgy to hand out a program during Christmas Masses to invite people back to Mass.</p> <p>Mark (Knights of Columbus) read a note from Tyler about the possibility of selling Christmas Cards after Halloween in the narthex. Dottie was concerned that the narthex gets very crowded. Father mentioned that we use to sell the magnets "Keep Christ in Christmas". Maybe downstairs selling to CRE families might work better. Mark to give feedback to Tyler and find an online link to see what the cards look like.</p>	
CONCLUSIONS	<p>One way to support the Liturgical Theme is to have both Parishes wear nametags during Mass. There will be different colors for each ministry and parishioners. We will encourage ministries to use symbols or colors to make their committee/ministry stand out. Heather will reach out to ministry heads to alert them. Dottie will place items in the bulletin about it. We will encourage the ministries to begin wearing the nametags November 22nd/23rd. Parishioners will then be encouraged to pick up a card to make personalized nametags to wear the following week and every Sunday of Advent (first and last name)15. CRE classes up to grade 5 will make their own nametag in class and be invited to make ones for the rest of the family as homework. There will also be sticky nametags on hand if someone forgets theirs.</p>	
ACTION ITEM	PERSON RESPONSIBLE	DEADLINE
Heather will send out email to heads of ministries for selfies and identify your ministries. Heather will also ask Roger to order nametags	Heather	1 st Week of November

15

SURVEY

HEATHER

DISCUSSION	Meghan and Mark agreed that we first need to establish the overall goal of a parish survey. Tom suggested doing a quick poll either in the website or a weekly newsletter .
CONCLUSIONS	Dottie suggested either email or bulletin but one question only every three weeks or so. This may help us decide our goal of a survey.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Mark, Meghan and Tom can meet as a subcommittee to discuss overall goal and questions for the survey.		

DISCUSSION	<p>Ambassadors Program – networking with small Christian communities. Family circles with touch-point person. Get to know the challenges families are facing. Does not have to take place only with tragedy. Start with a blessing from Father. Father feels people would be more comfortable with a civilian.</p> <p>Deacon Rob Yaksich – starting the weekend of 10/18. He is studying at Holy Apostles in Cromwell. Deacon Rob will be ordained next May in Santa Fe, New Mexico. Deacon to meet with Father to discuss scheduling.</p> <p>Kathy Hamilton may run wedding rehearsals. Father will approach her about this.</p> <p>New parishioners – Father to check with Roger to see if new parishioners check off ministries they are interested in and give them a call from the head of the ministry. Dottie has a subcommittee in Liturgy that can work with Roger and new parishioners.</p> <p>EFT and credit card enrollment form just about ready to go. It was questioned as to what is the CC percentage. People may make that up with their offertory. Parishioners still get envelopes. A question was asked – can we save money by not mailing envelopes if they have EFT?</p>

CONCLUSIONS	<p>Father would like a subcommittee to set up goals and guidelines. He stressed that we are not professional, just as outreach and support. Richard suggested to talk to Michael about involving the Youth Group with this.</p> <p>Father feels the Parish is “flat” or “status quo” or “stagnant”. Things are flat and we are comfortable. How can we relate to people in a way that faith and Church are good for people in a crisis? How can we live out the 4 pillars as a community? The 4 pillars are People of Prayer, Who we are as a church, Generosity and Gratitude, and Evangelization.</p>

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Ambassador's Program - Father to ask Michael C. and others from St. C. Richard P. has volunteered to be a part of this subcommittee.	Father Michael	

OBSERVERS	
RESOURCE PERSONS	
SPECIAL NOTES	