

Parish Pastoral Council
March 20, 2007
Meeting Minutes

Attendees:

Father Tom
Jane McDaid
Sister Evelyn
Peg Creonte

Ed McCourt
Sally Miller
Patrick McGeary

Stephen Brown
Steve Ulian

1. Review and approve minutes from February 2007 meeting

2. Religious Ed Team Presentation

- Christine Tierney, Director of Teacher Development
- Linda Messore, Religious Ed, Gr. 1-6
- Jane Leonard, Religious Ed, Gr. 7-10
- Christine Nowak, Youth Ministry, Gr. 6-12

Key numbers: 579 students, 369 families

Significant effort on the part of volunteers, teachers, teacher aides, and parish staff

Focus was on building a foundation for the program, particularly on curriculum development and on improving communication among staff, students, families, and teachers:

- Creation of new binder with all important information
- Brochure with schedule, registration forms, contact information
- Weekly bulletin updates
- Use of the web as a communication tool

New initiatives:

- Teacher workshops
- Collaboration with St. Paul (confirmation classes)
- First Communion expansion
- Customized lesson plans – Christine N. developing new lessons for Grades 7-10

3. Update from nomination committee

Nomination committee “open for business”; positions to fill are:

- Chair
- Vice-Chair
- Secretary

Committee to send out the list of eligible members (all members in either their first or second year of serving on the council). Acknowledged that using this new process, new members would not be eligible to hold a position in their first year of service on the PPC.

Elections will be held in May.

4. Discussion about the parish census

Discussed the following approach:

1. Parish staff defines what data they need from the census (name/address/children/sacrament dates/family email/work email/etc.), driven by what functions they intend to use in the ParishSoft package
2. Over a short course of time (weeks?) – a first pass of data cleanup occurs, including duplicates and people no longer in the parish
3. A census package is put together:
 - a. Letter that is sensitive to the issues raised about communication to those who do not wish to receive it
 - b. Form that includes existing data with room for changes & a section for additional data required to meet the needs identified in Step 1.
4. Mail the letter to profiles on the database that have been cleaned up after completion of Step 2.
5. Announce the census and make blank forms available at all Masses for multiple weeks (a month?) in a row in order to hit all mass attendees who might not be on the list
6. Data entry

Next step: Parish staff define data needs; Fr. Tom meet with John C & Peg to discuss Step (2) above.

5. Organ Update – Ed McCourt

The committee is looking to involve more people in the project; they are putting together a fundraising brochure and will put notices in the bulletin. The fundraising plan is still being worked on, including the option of “giving levels”.

An engineering review found that additional support will be required to support the organ in the choir loft; approximately \$30k in structural support costs will be required to complete the installation.

6. Next meeting moved to April 10 due to April vacation schedule.