***Attendees:***

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Jim Wilson | **X** | Herman Bush | **X** | Kathy Batdorf | **X** | Madison Buddenbohn |  |
| Liz Gonzalez |  | Nikki Gorski |  | Patrick Perkins |  | Sally Raphel | **X** |
| Isabel Sans | **X** | Cynthia Santiago | **X** | Patty Smith | **X** | Diane Traube | **X** |
| John Young | **X** | Dan Zankowitz | **X** | Deacon Chuck Hoppe | **X** | Deacon Jim Sullivan | **X** |
| Fr. Jack Ward |  | Fr. Jaime Garcia | **X** | Martine Uveges | **X** |  |  |

***The Meeting came to order at: 7:04pm***

***Opening Prayer:*** Jim W led everyone in the Pastoral Council Prayer

***Approval of Minutes:*** Sally motioned to approve the Sept minutes; Herman seconded; all approved.

**MINISTRY REPORTS:**

***Service:*** Kathy provided a quarterly and year-to-date report (see reports attached):

Kathy’s reports showed the patterns of service over 2019 as well as all the charitable service provided by those of SFdS. Everyone appreciated all the information shared in the quarterly report.

* Our Daily Bread – 702 casseroles delivered through Oct
* Outreach – 1535 clients served, 1389 bags of food, and 590 financially assisted through Sept
* Let’s Do Lunch – 425 lunches bagged through Sept. During the winter months, socks, hats, and gloves were provided to those in need.
* Funeral Lunch Committee – 2 luncheons, 119 people, 13 volunteers, cost: $678.02
* Sharing Table – 225 meals provided March and May
* International Pot luck Dinner on Oct 4 was a success with over 85 guests and lots of food, fellowship and dancing!
* Ministry Fair yielded 18 new volunteers for various sub committees, including several for our new Respect Life ministry!

Kathy listed some upcoming events for various Service Ministries:

* Oct 17/24, Nov 7/14 - Pro Life Engagement: a four-part course at St. Margaret Adult Education Center; 7-8:30p
* Nov 2 – Sharing Table
* Nov 14/16 – Outreach Turkey Vouchers will be provided during Outreach hours.
* Dec 7 – Outreach Children’s Gift Event including family photos (gifted by Kevin Parks), Santa, and children’s activities.
* Jan 24 – National March for Life, Washington DC
* Feb 22 – Mardi Gras Pot Luck
* Feb 24 – Maryland march for Life, Annapolis

John announced that the first meeting of the new Respect Life Ministry will be Nov 12 at 7p in Meeting Room 1, where Deacon Jim will explain what the diocese wants for this mandated ministry and what this ministry will do. Anne Mangones is the chairperson, and those from Prince of Peace will be invited. Deacon Jim said it will allow SFdS, Prince of Peace, and the Knights of Columbus to join together and make Respect Life a robust ministry. John also announced that there will be a Rosary for Life Tuesday, Oct 29, 7-8p in the Stone Chapel.

In response to a question, Deacon Jim shared that the family is asked to pay $10 per person for funereal lunches. The ladies of the Funeral Luncheon Committee do a good job arranging for and serving food.

***Parish Life:*** Cynthia provided a quarterly report (see report attached):

Cynthia sent an email to Parish Life points of contact in July and Sept with updates from Council meetings and event information to share with their membership. Jim W said Cynthia is doing a great job! She attended a variety of activities to support and network:

* Aug 10 – Knights of Columbus (K of C) Council and Auxiliary Installation & Dinner
* Aug 25 – Tri-Parish Picnic helper
* Sept 13, Sept 27 – Bingo helper
* Sept 29 – supported K of C Pit Beef sale
* Sept 29 – One Thing Fair helper
	+ 4 of 7 Parish Life groups had tables – Bingo Committee, K of C, K of C Ladies, Shadow Players
	+ Received positive feedback on event; membership increase for K of C and K of C Ladies
* Oct 4 – Supported Dingo Youth fundraiser
* Oct 5 – International Dinner helper
* Oct 6 – Attended Boy Scouts Donut Sunday and supported K of C Pit Beef sale
* Oct 7 – Attended Christmas Around SFdS Planning Committee meeting
* Oct 9 – Supported Youth fundraiser at Greene Turtle

Cynthia reported a Senior Club concern; membership has declined due to 10 of 40 members passing his past year. The seniors meet Mondays, 11:30a-2:30p, have lunch, and play a variety of games. Deacon Jim was asked if he would speak before the masses to encourage seniors to join the Senior’s Club.

Cynthia reminded everyone to save the date, Dec 8, for the 3rd Annual Christmas Around St Francis de Sales at 6p in the Worship Center with a reception to follow in Kilduff Hall. People from Prince of Peace and Holy Spirit churches will also be invited. Council members were asked to be greeters, sign up to bring some appetizers or desserts, and help with serving the food. Fr. Jaime said there will be small plates and high top tables; people will be standing and encouraged to mingle.

***Liturgy:*** Patrick provided an email update:

* The Children and Youth Masses have begun with great success and attendance.
* Some changes have taken place and will continue to take place before the First Sunday of Advent. Liturgical Ministers are being made aware of the changes via email and personal follow ups when necessary.
* Christmas Around St. Francis de Sales: Journey To Bethlehem, Dec 8, is in its preparation stages. Rehearsals are scheduled and all musical groups have been notified.
* Two sessions of ‘The Practical Guide For the Everyday Catholic’ have been completed. The next session is ‘Keeping Holy the Holy Days’ and is scheduled for Nov 21. It will emphasize celebrating the Advent and Christmas Seasons in these modern times.
* The next Liturgy Committee meeting is scheduled for Mon, Nov 4

**OLD BUSINESS:**

*International Dinner:* Kathy reported that over 80 people mingled and danced at the dinner Sat, Oct 5, after the 5p Mass. Jim W said it was fantastic, and it was an opportunity to meet new people. Fr. Jaime said multiple communities were represented including Prince of Peace, Latinos, and the youth. Cynthia heard that people really liked it and would like to see this social occur again. The leftover food was put out after the 1p Mass Sunday, and it all went.

*Ministry Fair:* Diane said 20 free Bingo certificates were given to those who got stamps at the ministry tables, and most people who came over to Kilduff Hall after Masses Sat, 9/28/19, and Sun, 9/29/19 signed up at a ministry. The ministries had wonderful displays at their tables. All ministries had people sign up including several people for Professional Skills. The template sheets with the ministry write ups were gathered; they can be saved as PDF documents and handed out to new parishioners. Jim W suggested, and committee members agreed, that the Ministry Fair Committee meet and devise a proposal for the information gathered and next steps for following up and moving forward.

*Council Election Nomination Committee:* Herman said it would be good to have at least three people run for the two open elected positions on the council. Deacon Chuck said this is a leadership role and announcements could be made before Masses asking for people who want to help meet the Council’s three goals. Jim W asked for someone to lead the Council Election Nominating Committee for elections to be held in January. Herman offered to lead the committee with Sally and Patty helping. Fr. Jaime knows of a Knights of Columbus man who wants to be on the Council; names should be given to Herman. Diane reminded everyone that the election process and forms are in the Pastoral Council Constitution and By-Laws. Biographies of nominees can be in the bulletin, on the web, on the TVs in the Narthex, and on the ballot.

*5-Year Plan Updates:* Jim W recapped that in the past year the Pastoral Council came up with Strategic Objectives and Goals. Next we want to draw up Specific Goals and publish them with our 5-Year Plan on the web and/or the TVs in the Narthex. Jim W shared examples of the Strategic Objectives and Specific Goals of the Stewardship Ministry (see examples attached) and asked everyone to populate Specific Goals for their ministry. Cynthia suggested they be SMART goals; Diane offered to share brief guidelines for SMART (Specific, Measurable, Achievable, Relevant, Time-Bound) goals. Martine will send the 5-Year Plan along with the SMART goals guidelines to everyone. Deacon Chuck asked and Jim W responded that the resources columns (Human Resources, Money, Space, Community/Growth, and Other) on the 5-Year Plan can be defined. Jim W asked that each Ministry submit their Specific Goals to Martine and himself by January, so they can be collated for review at the Pastoral Council Retreat on March 28, 2020.

*PC Donut Social:* The Parish Council Donut Sunday will be on Dec 1 in Kilduff Hall after the 7:30a Mass until 1p. Cynthia with help from Patty will coordinate obtaining the food from Wegman’s and volunteer Council members after Masses to support this event. Fr. Jaime noted that the coffee pots were not working at the recent Thursday evening of ‘The Practical Guide for the Everyday Catholic’. Cynthia will follow up with the Knights of Columbus Ladies regarding any warranty on them.

**NEW BUSINESS:**

*Security:* Fr. Jaime reported that a meeting was held to discuss security, and follow up tasks were identified. The Sheriff’s office should be contacted for training if something should happen. Training will be mandatory for the ushers. The Worship Center should be evaluated to ensure it is up to code. A metal detector and an aesthetically pleasing design for a metal reinforcement for the glass doors are being considered. The next security meeting is Nov 5 at 1:30p with implementation targeted for Feb / March 2020. Fr. Jaime said this is in response to school shootings around the nation as well as the vandalism done in our Stone Chapel. Deacon Jim reported that all locks have been changed and a few keys are kept in minimal places. Fr. Jaime said there are 11 cameras in place. He shared that the diocese says all locks are normally changed when the pastor changes. There have been no issues since the locks have been changed.

*Liturgy Changes:* Fr. Jaime shared that there will be Liturgy changes the first week of Advent to accommodate people and to make the Liturgy better for people. He reported that Catechists, Lectors, and Eucharistic Ministers have been trained, and there will be prayer before Mass. There will be training for ushers in Feb / March 2020 and the Music Ministry before Holy Week in 2020.

*Development Committee Pledge Cards:* Patty and Kathy asked about the pledge cards that Fr. Jack spoke about at all the Masses the weekend of Oct 19/20. He asked if people could consider giving money toward some repairs that will be needed soon around the parish. Jim W said Fr. Jack asked people to pray about it and mail the pledge card back in or bring it back to the Parish Office.

**Meeting Adjourned** by Jim Wilson at 8:52pm.

**CLOSING PRAYER:** Fr. Jaime said the closing prayer for everyone and gave everyone his blessing.

Respectfully submitted,

Martine Uveges, Secretary