

ST. GERARD MAJELLA

PASTORAL COUNCIL MEETING MINUTES

Date of Meeting: February 20, 2024

Time of Meeting: 7:15 P.M.

Location of Meeting: St. Gerard Majella Garden Room

Present at Meeting:

Meredith Toweh, *Parish Administration, Director of Faith Formation*

Mark Scherschligt, *Finance Council*

Dave Brom, *Parish Life*

Karen Brenteson, *Social Justice/Outreach*

Jean Schultz, *Faith Formation*

Sue Dupay, *Pastoral Care*

Debby Boyd, *Liturgy*

Absent from Meeting: Rev. Charles Lachowitz, *Pastor, An Trinh, Representative at large for Vietnamese Community*, Celeste Erickson, *Liturgy*

The regular meeting of the Pastoral Council of St. Gerard Majella was called to order at 7:15 p.m. on

February 20, 2024 by Meredith Toweh, *Parish Administration, Director of Faith Formation*

Opening prayer: Prayer and blessing by Meredith Toweh

- The agenda for the meeting was stated at the general meeting as:
 1. How do we grow our ministry?
 2. How do we energize others to get actively involved in our ministry?
 3. What is the #1 need for your ministry?

AGENDA ITEMS COMMENTARY

Sue Dupay, Pastoral Care:

- 1) Invite those who participate in activities to join, contact senior facilities in the area to offer our services. Send notes to newlyweds and newly baptized families.
- 2) Post pictures of what we are doing. Commissioning weekend.
- 3) Visibility/exposure. Let the parish know that we are here.

Debby Boyd, Liturgy

- 1) Have brochures to leave out with descriptions of ministries. Debby presented a brochure that already exists titled "Saint Gerard Ministry Opportunities" which details each of the existing ministries and their activities. It also lists "Other Ministry opportunities." The third page is for a potential volunteer's "contact information," "I am currently involved in:", "I am interested in the following ministry/ministries." Instructions at the bottom of that page is to "Tear off—Drop in collection basket or drop off in the office. Thank You!" These brochures are available in the parish office.
- 2) Advertise.

3) Secretary support (print brochures, add to table for Donut Sunday, create poster, put in bulletin). Support at “welcome desk” with ushers to hand out bulletin periodically. “Volunteer Appreciation Week” handout.

Mark Scherschligt, *Finance Council*:

1) Online giving focus. Education on way to give (RMD, IRA). Focused projects to give. Efforts for those who give nothing to start giving something. Children’s collection. Develop terms for offices, time, treasure, talent

2) Continue to provide detailed financial information to parish—transparent data. How to educate—support project efforts—envelopes.

3) A steady giving stream to support the needs of the parish. Grow our giving! More staff to support projects.

Additional Commentary: Every amount, no matter how small, helps. Use of QR codes for phones—kiosk to show how (some brochures in pews now).

Jean Schultz, *Faith Formation*

1) Need to have a plan and goal—short/long-term. Word of mouth/personal invite. Ministry Fair

2) Identify people and target them. Personal invitation. Family night with music performance—encourage parents.

3) Volunteers and staff.

Karen Brenteson, *Social Justice/Outreach*

1) Short interest/passion survey of which Social Justice issues are you interested in? Personal invitation.

2) Have short, one-day events. Reduce Hunger redo. Earth Day (Monday, April 22, 2024) campus cleanup with “save the date” in the bulletin—date, time, location—“more to come”. (what needs are—tools needed—pizza afterwards. Get Confirmation candidates and parents involved.)

3) Staff support and input for planning events.

Dave Brom, *Parish Life*

1) The members thought that there needs to be follow through on the survey that was developed in November. This was to be sent electronically to members of the parish with the results then considered by the commission for future planning and identification of new volunteers. Dave will take this to Meredith with the changes suggested by the group such as including a line for activities not listed. If possible, the survey should also be offered in Vietnamese so that segment of the community can be included. It was also suggested that the group might consider adding spiritual activities in conjunction with the work of other commissions. Discussion revolved around the potential formation of small groups that might be used for book or bible study, centering prayer, faith sharing, etc. This was also a parish synod suggestion. Café Majella could be open in the evenings for this and other purposes. Another idea was that Christian music concerts could be offered occasionally. The spiritually-focused activities would need coordination not only with other commissions but with the office. A coordinator may even be needed.

2) The members suggested that the best way to energize others is through improved communication. We need to start by informing the parish-at-large about the work of our group and the other commissions and all forms of communication (pulpit announcements, bulletin, website, email blasts, Facebook) should be considered. We need to identify people who might be able to assist us with this and this might be included in the survey. The minutes of meetings and/or a summary of present activities and the plans for the future should be included in parish communications so that they are always visible and accessible to parishioners.

3) The number one need of the commission is communication, communication, and communication in all its forms. Vibrancy comes from knowing about all the good things that are happening and the growth of new, good things. The members thought that there needs to be follow through on the survey that was developed in November. This was to be sent electronically to members of the parish with the results then considered by the commission for future planning and identification of new volunteers. Dave will take this to Meredith with the changes suggested by the group such as

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Additional commentary: Have a Vietnamese Bible Study. Have an interpreter for the parish photography project. Registration forms in Vietnamese (north and south dialects acknowledged to be different).

Meredith Toweh, *Parish Administration, Director of Faith Formation* Comments:

The parish cannot have 12/14 people on one commission. We need communication—technology, print and oral. With constant reinforcement—pastor presenting is more well-listened to—work in progress. Additional technology assistance individuals must be vetted. Students with technology experience could be provided an internship which is not paid and does not require benefits or insurance.

TIME OF NEXT MEETING

The next meeting will be held at St. Gerard Majella on March 19, 2024, at 7:00 p.m.

Closing blessing by: Meredith Toweh

Meeting adjourned at: 7:50 p.m. by Meredith Toweh

Minutes submitted by: Margaret Pavlik

Minutes reviewed by: Meredith Toweh