

**St. Mark Parish Pastoral Council
Minutes
February 25, 2016**

Meeting Time: 7pm
Location: The Cenacle
Ann

Prayer Leader: Ann
Refreshments: Lee

Scripture/Shared Prayer

Ann

Present: Father Todd, Deacon Tom, Dorothy Glass, Donna Kern, Ann Berkemeier, Lee Ann Briggeman, Carolyn Bundy, Kathy Pierce, Bill Sherman, Don Toll, Marty Meyer, Mary Pitzer & Fred Pitzer.

Ministry Presentation – Funeral Meals – Mary & Fred Pitzer presented on the Bereavement ministry. The process begins in the planning process where the Funeral Director and or Father will inform the family of the option. They're asked for an estimate of the number of people who might attend. The Mercy Meal group finds out from Father or Chris Gudel if the funeral will move on to the cemetery and an approximation of how long. They then contact the caller who contacts people who have offered to provide food items. They contact volunteers (on a rotating basis), buy the meat, and ensure there are enough paper products, etc. Fred & Mary have been in charge since 2009 when they succeeded Mike & George Jennings, but had assisted previously. Set up for the meals is usually done by the SMCS students or the janitor (who takes them down and cleans the gym). Father thanked Fred & Mary for this important ministry which the Council joined him in.

Approval of Minutes – Minutes were reviewed and approved as presented.

Old Business/Follow-up

- **For the Good of the Parish...Box** – Father indicated that Maureen Schemmel was finishing the project up and that they intend to place it near the Mary Lynn Cavanaugh Welcome Desk. It was decided that the Chair will gather these before the PC agenda planning meetings.
- **Dinner Dance**- The Dinner Dance was very successful, the most successful in recent history. The PC discussed the great job done by the Committee. Over 330 people attended and approximately \$11,000 was raised.
- **Capital Campaign** – Father and Marty discussed that the goal was \$250,000 and that the envelopes were stuffed earlier in the week and would be mailed out. The Parish received a grant through the Archdiocese to cover part of the costs of the windows. The windows as well as the roof over the Elementary wing of the school and the Cenacle are key areas to be addressed.

- **Stewardship/Volunteers** – Lee Ann reported that the forms completed last year represented 15 families. In addition to doing more to ensure those who complete the form are contacted next year, updates to the form were discussed as was handing out the forms at Mass rather than having at the end of the pews. It was suggested that a strong push to complete the forms be made from the pulpit.
- **Amending Constitution** – The proposed amendment which would address the need for attendance and the means to appoint a replacement was presented for the PC to review to be voted on at the April meeting.
- **Safe & Sacred Sign-up Assistance** – The issue of how to assist those who need to sign up for Safe & Sacred who might be having issues with the on-line process was again discussed and included the possibility of having hard copy information. It was discussed that it was important to encourage ALL those who volunteer at the Parish even if not working with children.
- **Council Involvement & At-large Status** – Father discussed the history of how the PC went from Commission representatives to the At-large only membership as the Committees grew and the idea of also getting more people involved other than Committee chairs. Father emphasized the importance of the Pastor listening to the PC member's input on decisions. It was discussed the importance of in-person reports from the Finance and School Commissions due to their critical roles.

Good of the Parish – Donna mentioned the Rides for Ritchie and it was discussed how this grew to assist other parishioners and that the organizer deserves a lot of credit. Father reported that six people are now signed up to assist parishioners who need transportation assistance.

Nominating Committee – Form & Timing – Kathy and Bill volunteered to review the nominating form and timing of when the form will be mentioned and made available for those wishing to nominate for selection by the Holy Spirit on Pentecost Sunday.

Thank you cards – Bob Jones for work with SMAC; Jill & Dan Deak for watering the flowers during the Christmas season, Dinner Dance Committee, Chris Guedel for her work coordinating Rides for Ritchie, and Mary & Fred Pitzer and Martha Rucker for their work with the Mercy Meals.

Commission Reports

- Social Life – the Dinner Dance was previously discussed.
- School Commission – Membership was the main topic of the meeting, who need to add one member to arrive at full strength. A letter was developed to be sent to those

identified potential members with the Chair reviewing and then sent to Father for his ok. A reception was held in the Cenacle for the school staff. Father reported that enrollment was doing great. There will be two sections of the Kindergarten and Second grade. There is a possibility of another grade having two sections. There may be 315 students next year.

- Finance Council – Marty reported that collections are down some, but the Easter season should allow it to catch it up. Marty also suggested if there was an opportunity to have PCs for on-line sign-up for Safe and Sacred, that this could also be used to assist those who might wish to sign-up for On-line giving to SMC through Our Sunday Visitor but who have been having issues.
- Liturgy – Deacon Tom reported that there was discussion at the meeting of the needs for Lent. A question was raised about Eucharistic ministers are selected. It was explained that Father and Deacon identify people but would consider someone who expressed an interest. They also select two members of the Confirmation Class. The Lenten weekly activities were also mentioned.
- Youth – Julie presented her report via email to Dorothy. The Confirmation preparation continues for 21 youth who will receive the sacrament on April 21st. They will meet with Father in the next week. Rehearsal for the Good Friday drama has begun. A group to attend Winter Jam (on March 18th; it is a Christian concert at Bankers Life Fieldhouse) is being organized. The youth choir will sing 3 more times before the end of the school year. Julie is trying to increase freshman participation. The Young Adult group is continuing going strong and will be leading Stations of the Cross.
- Outreach – Lee Ann presented a report from Patty Schmalz that the Burmese Ministry continues to arrange for the donation of furniture and household goods to the community with the help of Victor Kolo. They also distributed clothing collected from St. Vincent DePaul Distribution Center with another distribution planned for next month. Patty recently attended the meeting of Southport Solutions (which is working to acclimate and support Burmese refugees in Perry Township). There are various projects the group is working on. The group is working diligently to improve understanding between the communities. Patty had suggested that given the potential presence of refugees from other countries if the name should be changed. The PC discussed the issue and that there are small numbers of refugees from other areas and that this would be worth considering. It was mentioned that the Archdiocese changed to Intercultural.
- Spiritual Life – The canned food drive went very well. A clothing collection will be the next Corporate Work coming up. There were 70 people attending Stations on average, but there were approx. 100 attending after the fish fry. The upcoming Lenten events were discussed including the Tri-Parish Mission, Seder Meal, Stations

of the Cross and the upcoming Sunday evening presentations. It was mentioned that over 30 people attended the first presentation on a very snowy Valentine evening. There are 14 in our RCIA class this year. There is discussion of organizing a group of youth who would carry umbrellas to help with some of the senior members of the Parish on rainy days. The opportunities for reconciliation were mentioned including weekly opportunities.

- Communications – The potential of the For the Good of the Parish Box was discussed again, and that Good Shephard has utilized one and it is going very well.

Discussion was held regarding the timing of a March meeting. It was decided that we would not hold a meeting unless events dictate otherwise.

Upcoming Events –

- SMMC Fish Fry #1 (2/19)
- Daughter – Mother breakfast (3/6)
- Holy Thursday – Soup Dinner (3/24)
- Seder Meal
- Tri-Parish Mission (March 5th-9th)

Reminders

- Next Meeting- April 26, 2016
- Prayer Leader - Bill
- Refreshments – Dorothy