

**Parish Council Meeting Minutes
December 5, 2011**

Present: Fr. Steve Dombrowski, Pam Doucette, Elaine Campbell BVM, Kathy Hemler, Steven Jensen, Mary Kirby, Lisa Lange, Fr. Nhat Le, Chris Masini, Hank Matecki, John Monaco, Sally Murphy, Margaret Novotny, Debbie Russo.

Gathering

- 1) Breaking Open the Word – John Monaco
- 2) Closing Prayer – Kathy Hemler

Reports

- 1) Motion was made and seconded to approve the **Minutes** from November meeting; minutes will be posted on bulletin board and website.
- 2) **Pastor's Report**
 - a) Music Director – We have finished interviews and auditions for only 2 candidates; possible 3 more to go. This will be after Jan. 1. First 2 candidates were good – possibilities for us.
 - b) Stewardship Fair will be scheduled for Jan/Feb of 2013, due to the Upholding the Tradition capital campaign.
 - c) Engaging our Youth – We had a follow up meeting to our Leadership Forum about how to engage our youth. Members of SAC, REAC and Youth Formation Commission were invited. We are still waiting for notes from one table to compile all the results of table discussions. We plan to have listening sessions with Jr. High and High School students.
 - d) Meeting with Archdiocese – Principals, business managers, and pastors attended a meeting with Sr. Mary Paul (Superintendent of Schools) and financial officers of the Diocese to talk about the financial condition of Catholic Schools and ways to increase enrollment. Pastors/Principals are to send a preliminary report to the Office of Catholic Schools by December 16; a proposal to send surveys before Christmas to both school parents and to those who do not send their children to Catholic schools was discussed at the meeting with Sr. Mary Paul.
- 3) **Parish Manager's Report**
 - a) Capital Projects – Gearing up for work to be done in school this summer.
 - i) Four asbestos abatement contractors came in November to survey the abatement work in the school. There was a second walk through for contractors last week. No proposals received from any as yet. Staff member from the Archdiocese's Facilities and Construction Department is coordinating the abatement element of the project.
 - ii) Some preliminary work will be done during the school's Christmas break to remove soffits around water pipes in the lower level hallway of the school so that the asbestos people can get to all of the ceiling more easily.
 - iii) Jeff Lange, who is a parishioner, a member of the Facilities Committee and a general contractor himself, is working with his designer and school management to choose floor tile.
 - iv) In the next few weeks we will be contacting moving companies for donations of boxes that teachers can use to box up their stuff, and obtain proposals on storage facilities for classroom contents.

- v) We will also be arranging for another drop by Comcast of our data cable so that we can move the file servers out of the lower level of the school for a matter of 4-6 weeks. [Subsequent additional review by our outside network maintenance company indicates less drastic re-routing of wiring can accomplish what we need done.]
 - b) Christmas Letter has been sent out to all registered parishioners. Goal of \$122,000 was set before feasibility study begun. Last year actual Christmas collection was \$122,069.
 - c) Store certificates are being sold after all Sunday masses.
- 4) **Commission Reports**
- a) Human Concerns – Sally Murphy
 - i) Happy to report all Ministries are doing fine.
 - ii) Afghan makers and Rosary makers had their Christmas luncheon on Dec. 5 and provided 40 gift bags for the Wings program as well as many baby items for the Boy Scout troop from Des Plaines.
 - b) Worship Commission – Mary Kirby
 - i) Preparations for Christmas, all ministries have completed their plans.
 - ii) CPR training on 11/17/11. Parish would like to purchase one more AED machine.
 - iii) New hymnals will be introduced and blessed on Feast of Christ the King.
 - iv) New Roman Missal changes in place since first Sunday of Advent.
 - v) New Eucharistic vessels used for the first time on the first Sunday of Advent.
 - vi) Worship Commission making a Day of Retreat to Techy on Jan.14, '12.
 - c) Parish Life – Lisa Lange
 - i) Sponsoring a Caroling event on Dec. 17.
 - ii) Possible plans for a Chili Cook-off in January.
 - d) Adult Formation – Margaret Novotny
 - i) Gathering of Women will take place on Saturday, January 21. The speaker will be Georgene Wilson speaking on “Animating Power of Wisdom”.
 - ii) John Lorbach will lecture on “Taking Another Look at the 7 Sacraments” on Thursday in February, 2, 9, and 16.
 - iii) Sr. Dee Peppard will revive her “Catholic Update” series for January 11, 18, 25 and Feb. 1. And again in the spring May 14, 21, 28 and June 4.
 - e) Youth Formation – Chris Masini
 - i) Pasta Dinner went well with over 450 people served.
 - f) Fr. Nhat Le reported that 31 new altar servers were commissioned.
- 5) **Domestic Violence – John Monaco**
- a) Archdiocese Domestic Violence Outreach Steering Committee met on November 30. At this meeting the DV Manual was approved. The Manual will be reviewed by the Archdiocese on December 20. The plan is for the Manual to be available on the archdiocese website.
 - b) Cardinal George has requested a budget meeting for the Outreach. No date has been set yet.
 - c) The St. Raymond Domestic Violence Outreach has seen an increase in Counseling services activity.
 - d) St. Raymond is consulting with St. Michael’s in Orland Park on ministry formation.
- 6) **Capital Campaign – Pam Doucette**
- a) As Hank had mentioned, this past Friday we mailed campaign brochures to 1930 families who have not been assigned or taken by an ambassador.

- b) Plan is to stop the campaign visits on December 11 and resume visits in January and conduct a “Commitment Weekend” event in February for all remaining parishioners not personally contacted.
- c) Total completed – 418, pledges and gifts from 297 totaling \$1,235, 160.31. There have been 112 refusals. There have been 955 registered families/individuals selected for visits with 44% completed.

Discussion Items

- 1) Brief discussion on the Cardinal’s question, “List some specific things that parishes can do to help people better understand the Sunday Mass.”

Next Meeting – January 9, 2012

- 1) BOW – Pam Doucette
- 2) Closing Prayer – Sr. Elaine Campbell
- 3) Newcomers Meeting, January 8, 2012 – Sally Murphy