



ORGANIZATION: St. Mary Hyde Park		UNIT: Pastoral Council	
CONTACT DATE:		REPORT DATE:	
PARTICIPANTS: Denny Dorr, Art Thompson, Margaret Shank, Anne Marie Newman, Julie Mussman, Kathy Koester, Jeff Rinear, Marianne Rosemond, Sue Scoville, Tim Gorman, Fr Ken Schartz, Kent Britt, Daniel Kiley, Beth Mock, Mary Montour, Brian Geeding, Katie Barton		cc:	
NEXT MEETING: November 15, 7:15 (after 6:45 mass) in Seton Center		REPORT BY: Jeff Rinear	
<p>Opened with Prayer (9/18 Gospel and reflection) - Open all St Mary meetings with prayer</p> <p>Introductions and Roles - since there are many new players</p> <p>Called to Witness, a brief history. Review for new players and refresh existing volunteers</p> <ul style="list-style-type: none"> • Over a year ago • Communication to and from Commissions was broken • New organizational structure was needed • Parishioners need to have input into changes <p>Mission and Outcomes - reviewed summary of Parish Plan 2016-2020</p> <ul style="list-style-type: none"> • Followed Archdiocese template of "A Vibrant Church" • Align Commissions with St Mary Staff • Commissions report regularly to Pastoral Council • Reviewed hierarchy of Pastoral Council and Parish Staff 			
SUBJECT/MATTER	ACTION	WHO	WHEN
Communication Beth Mock reviewed how communication will be better	<p>Within the new structure, flow of information is inherent when we follow the template.</p> <ul style="list-style-type: none"> • All commissions should use this reporting template, submitting Meeting Minutes quickly (maybe within 3 days) to Beth for distribution • Documents should use the new logos (sheet distributed) • Minutes will be distributed to all involved with Council. All should read and respond directly to Commission Chair if you can help with communication or in another way. 	All Commissions, includes staff and volunteers. Lead: Beth Mock	Start immediately



SUBJECT/MATTER	ACTION	WHO	WHEN
<p>Worship & Spirituality Katie Barton summarized plans for this Commission.</p>	<p>Mass</p> <ul style="list-style-type: none"> •Educate parish on the Mass (e.g. Triple Lex, Worship 101) •Continue to develop the music ministry <p>Sacraments</p> <ul style="list-style-type: none"> •Use bulletin to promote Sacraments and Funerals (e.g. upcoming weddings, list 1stCommunicants) •Include parish more directly in celebration of Sacraments •Offer Reconciliation more often –Communal services and private <p>People / Ministers</p> <ul style="list-style-type: none"> •Continue to recruit via announcements, bulletin, and personal invitations •More structured formation for ministers (e.g. ½ day retreat) <p>Devotions</p> <ul style="list-style-type: none"> •Bring back Eucharistic Adoration starting in Advent •Increase frequency of Stations during Lent •Offer Evening Vespers in Advent & Lent •Special Mass / Prayer services for Marian Feast Days 	<p>Worship & Spirituality to move forward with these actions With Katie Barton</p>	<p>Already started, completing steps over the coming months</p>
<p>Catechesis and Education Commission Daniel Kiley</p>	<p>To create an integrated approach to catechetical development using a variety of vehicles, to support all parishioners – from children to adults – in a lifelong journey of faith formation.</p> <p>Potential focus of our group for 2016-2017 is getting others to know Christ through the many ways that Christ is already among us in the parish.</p> <p>Celebrating what our parish is already doing and promoting others to get excited and participate in any of the many body parts of Christ that are active in our parish.</p>	<p>Catechesis and Education Commission With Marianne Rosemond and Mary Montour</p>	<p>Already started, completing steps over the coming months</p>



SUBJECT/MATTER	ACTION	WHO	WHEN
<p>Stewardship (formerly Finance) Art Thompson</p>	<p>Financial Solvency</p> <ul style="list-style-type: none"> • Establish an inclusive Annual Church and School budgeting process • Establish a process to survey parishioners on why they give and what would encourage them to give more • Establish a process to analyze and understand financial trends and needs • Use the data to plan and conduct an Annual Financial Giving Drive <p>Facilities</p> <ul style="list-style-type: none"> • Conduct an audit of all facilities to establish short and long range needs – Establish and maintain a Facilities Master Plan, including a recommended Preventative Maintenance Plan <p>Operating Policies</p> <ul style="list-style-type: none"> • Conduct a review of all existing Operating Policies to make sure they are still current, make changes as required • Identify and establish any new policies that are required <p>Volunteer Service Participation</p> <ul style="list-style-type: none"> • Establish a process to conduct and maintain an updated and accurate Parish Census which includes demographics, as well as talents and interests of all active parishioners • Establish an effective, interactive process to identify and establish a centralized repository of volunteer needs and opportunities and then make it easy for parishioners to volunteer • Establish a process that makes the Stewardship Commission the “Clearing House” responsible for monitoring and approving all donations made by St. Mary to an outside organization. Process should include how to identify and vet potential recipient organizations and how any individual or organization from the Parish can recommend a donation. 	<p>Stewardship Commission with Jeff Rinear and Anne Marie Newman</p>	<p>Progress started. Each month we will tackle another step toward these goals.</p>



SUBJECT/MATTER	ACTION	WHO	WHEN
Evangelization Outreach Margaret Shank	<p>Commission Goal: Actively engage more parishioners in living and sharing Christ.</p> <p>Strategy: Continue to make St. Mary a welcoming parish community.</p> <ul style="list-style-type: none"> • Review and analyze current efforts in place for: <ul style="list-style-type: none"> ○ Welcoming new parish registrants ○ Hospitality efforts at weekend Masses <ul style="list-style-type: none"> ▪ Work with Worship & Spirituality Commission /Ushers in evaluation of current efforts and any recommended changes • Survey new parishioners three months (or 6 months) after joining St. Mary to find out how they are acclimating to the parish. <ul style="list-style-type: none"> ○ Compile data on an annual basis ○ Establish baseline data measures and track over the next few years ○ Create brief survey document to collect data suitable for use by email or phone. <p>Strategy: Provide opportunities for Evangelization & Outreach Commission to better know Christ</p> <ul style="list-style-type: none"> • Educate the Commission on the New Evangelization effort • Read and work through discussion questions in <i>Blessings for Leaders</i> <ul style="list-style-type: none"> ○ Incorporate 15 minutes at start of every meeting with discussion of the book; or some other reading. <p>Strategy: Model the behavior and provide opportunities for parishioners to live and share their commitment to Christ.</p> <ul style="list-style-type: none"> • Promote parishioners currently engaged in living and sharing their commitment to Christ. <ul style="list-style-type: none"> ○ Publish short profiles in the Bulletin once a month, on the website and in the e-newsletter in which parishioners share how they are modeling Christ in their daily lives. • Continue and grow the Annual Parish Day of Service <ul style="list-style-type: none"> ○ Expand the number of participants and local organizations helped. <ul style="list-style-type: none"> ▪ Form committee to start planning for November 2016 event ▪ Document activity from the Day of Service events held in 2014 & 2015 ▪ Promote Day of Service earlier to parishioners and through schools and athletics booster group. * At Commission Fair and FunFest • Continue to support the Madisonville Education & Assistance Center dinner. <ul style="list-style-type: none"> ○ Promote the volunteer opportunity to parishioners • Support the St. Mary chapter of St. Vincent DePaul in their food collection and other outreach efforts. • Support and promote the Circle of Care to create more awareness among parishioners who could be supported by its efforts. <p>Strategy: Reach the unchurched through letter campaign.</p> <ul style="list-style-type: none"> • Send out a letter to new home buyers in 45208 zip code welcoming them to the neighborhood <ul style="list-style-type: none"> ○ Provide information on St. Mary, as well as other congregations in Hyde Park. 	Evangelization & Outreach with Margaret Shank	Started and working over the coming months.



SUBJECT/MATTER	ACTION	WHO	WHEN
<p>Evangelization</p> <p>Parish Life</p> <p>(In-Reach In a sense)</p> <p>Denny Dorr</p>	<p>Social</p> <ul style="list-style-type: none"> • Not as needed for all age groups • Seniors and those outside of school age need events • Events that cross over ages <p>Target</p> <ul style="list-style-type: none"> • Homebound • Young and old • Cultural diversity <p>Coming events</p> <ul style="list-style-type: none"> • Mardi Gras • Anniversary Mass <ul style="list-style-type: none"> ○ Brunch with Fr Ken afterward <p>Only 3 persons on this Commission; need Chair and more volunteers</p>	<p>Parish Life with Brian Geeding</p>	<p>Started recently; move forward at next meeting.</p>
<p>Athletic Commission</p> <p>Kent Britt Past President</p>	<p>Have made great strides in recent years</p> <ul style="list-style-type: none"> • In communication • Board and Commission seats revolve • Adding a lot of young adults <ul style="list-style-type: none"> • Some coming from large companies such as GE • Youth Ministry through Sports • Keep Parish kids with St Mary • Faith-based focus <ul style="list-style-type: none"> • prayer before games • Sunday's Athlete Mass and reception <p>Events</p> <ul style="list-style-type: none"> • Hyde Park FoodFest volunteers • Soccer Camp 	<p>Athletic Commission</p>	<p>Continue attention on these goals</p>