

## **Parish Council Meeting, Wednesday, 6/7/23**

**Attendees:** Roland Labana (Chair), Kelly Brooks (Vice Chair), Msgr. Lloyd Torgerson, Felipe Sanchez, Kevin McCardle, Mike Gruning, Maria Lingbanan, Jennie DiPaolo, Katie Harding, Mark Yee, Christine Gerety, Mugs Cahill, Peter Heller

### **Agenda**

6:15 - Gathering

6:30pm - 8:30 pm

1. Opening and Prayer
2. School update - Kevin
3. Marketing Comms summit preview & Development - Felipe (for Merrick)
4. Administrator report - Felipe
5. Covenant Book - Kelly
6. Community Feedback - Roland
7. Ministry highlights - ministry reps
  - A. Navigators update - Christine
  - B. Liturgy - Seating for lector - Mugs
8. Publishing of Parish Council minutes on the website - Roland/Kelly
9. Review of previous actions, date of next meeting - Roland/Owners
10. Members whose terms are up - Roland
11. Pastor's remarks and Closing Prayer - Msgr. Torgerson

### **Next events/meetings**

- **Marketing Communication Summit:** June 10. Merrick will present (half day) the process to submit and execute marketing of events, along with mini workshops. All ministry leaders and members who work on marketing items should plan to attend this. Ministry reps - please make sure to forward this to appropriate members who should attend.
- **Next Parish Council Meeting: Annual Dinner with Parish Council and all Ministry Members, Wednesday July 26, 2023 @6:00 - 8:30pm.** All parish council members please plan to attend and encourage ministry members to attend. More details to follow. We will also honor those council members whose terms are up.

### **New and Open Action Items (will present status update on each at the next meeting)**

1. **Revise Covenant Book to bring it up to date** - Kelly and subcommittee. Update: Team completed reviewing document and making needed updates. A redline version will be sent for review to all parish council members.
2. **Fill open positions on the parish council** - The following members are leaving parish council and need to be backfilled. Thanks for all your work! Mike Gruning (Admin), Abigail Rodgers (Faith Formation - leaving for school), Jakub Hlavka - at large. Positions will be filled by respective directors.

3. **Hold focus group for DuVal design/use** - Delis. Update: Delis to set this up.
4. **Update the Parish Council web page** - Update: Kevin Nazal submitted a writeup and Roland will post it by 6/15.
5. **Where does the Called and Gifted program live (under what ministry)?** - New: Christine and staff.
6. **Bring back the Welcome Table**- New: Felipe will follow up with Dan Schwala. Agreed some training will be needed. Discussion needed on the material to be provided at the table.
7. **Publish summary of Parish Council meeting notes on the website** - New: Roland

## Meeting Notes

### School Update - Kevin McCardle

- “One school” is going well. Continuing to integrate the schools internally.
- Upper school completed the first year of several classes moving to problem-based learning.
- First annual Science Symposium was held on June 2. It was well attended and showcased the students work. Over 90 student posters and projects were displayed.
- Enrollment is strong and the upper school encompasses over 70 zip codes.

### Development and Communication Update - Felipe for Merrick

- The Marketing Communications Summit will be held Sat, June 10. All ministry members who are involved in communication and marketing efforts are encouraged to join. So far almost 70 people have signed up.
- The seven annual collections (i.e., Together in Mission) will be combined into a single two week period.

### Administrator’s Update - Felipe

- The following projects are planned through the summer:
  - New sound system will be installed in the church. The 12:10pm Masses from 6/12 through 6/22 will be held in the chapel. Weekend, early morning Masses as well as weddings and funerals will continue to be held in the church and will use a temporary sound system. The new system will contain a state of the art mixer, better cable routing and management, etc.
  - Air conditioning in the church will be fixed starting next week.
  - Looking at various options for better positioning of monitors in the church. Drilling into the columns to raise the rear monitors is not an option.
  - The A/V system in the Grand Pavilion will be totally upgraded at the end of June/first weeks of July. The new system will be much easier use, will be higher quality and Zoom compatible.
- Vacation Bible School starts June 19. Spots are still available. Ages 3 through fifth grade are welcome.
- Celebration for Fr. Proper on 6/25 as he will be taking a new assignment. This is an important step for his becoming a diocesan priest. His replacement will be announced soon.

### Ministry Updates

- Navigators (Christine) -
  - Meeting with the team scheduled for 6/11. Plan is to finalize the interviewing process for participants.
  - 11 New spiritual directors graduated!
  - 13 new Stephan Ministers completed training.
  - Applications for SEEL (the 8 month spiritual exercises) are open through July.
  - Called and Gifted program needs a home - what ministry head should it be under?
  
- Liturgy (Mugs) - Need a solution to reserve seating for lectors. It's been an ongoing problem over the recent months. Felipe said that covers for chairs are being made that will solve this.
  
- First Five - Just completed the first year. Very good feedback from participants in the program. Looking to rotate some members of the core team. Let Michael DiPaulo know of any suggestions to fill these roles.
  
- Hospitality - Discussion on bringing back the Welcome Table. Agreed it would be good to do so.
  
- Parish Council
  - Roland and Kelly proposed that a summary of parish council meeting notes should be published on the website. - agreed
  - The following members terms are up and will need to be filled:
    - Mike Gruning - Admin - Felipe to fill
    - Jakub Hlavka - at large - Msgr. Torgerson to fill
  - Abigail Rodgers will be heading to school (good luck!) and her role will need to be filled - Faith Formation team.

#### Pastor's Remarks

- Attending the Marketing Communications summit is important and encouraged ministry members to attend.
- Thanks to Mugs and others who have been filling in while the Liturgy Director job is open!
- How can we best celebrate Corpus Christi? Catechism on the importance of the Eucharist?