

June 6, 2018 PPC Meeting Notes

In attendance: John Glancy, Frank Daly, Marilyn Hausammann, Teresa Coda, Lynn Jacobs, Monica LaFond, Nigel Timothy, Lucie Graveline, Kate Mason, Claire Ramsbottom, Mark Dudziak

Opening prayer by Nigel

Staff Changes

Anne Marie Dion gave notice that she was resigning as Faith Formation coordinator on 5/24, and left on 5/31. Identifying a replacement before fall will be necessary in order to continue with the existing Middle School program, since she was running this portion. In the past, the MS program has had various structures, but it was agreed that the parish consensus is that the current monthly evening arrangement has been working out best and should be continued. It had been directed by Mary Herx-Morrill and Fr. Vinnie previously before Ann Marie, but a plan will need to be set soon in order to begin organizing in August, since the program begins the week following Mass at the Lake in September. This position is budgeted for 30 hours/week.

There are now two open positions, since Volunteer Coordinator has been open since Monica left. There was some discussion of the VC position, which in the past has ranged from 10-20 hours/week, and has included oversight of coffee hours, some social activities, identifying and coordinating volunteers, and training Eucharistic Ministers and Altar Servers. General agreement was that the skillset for identifying volunteers and social activities may be different from organizing EM's and altar servers, so this position description may need some updating.

The OLOS staff has a retreat scheduled for 6/15, so these issues will be discussed in more depth there in order to lay out a plan for how to proceed with filling these needs.

Fr. Daly noted that there was an altar server training session on Saturday (6/2), followed by an investiture service at Mass. Additional recruiting needs to be planned for the fall.

Event Request Form

Lynn distributed a proposed form to be used by any person or group who would like to arrange open events or activities for the parish. This does not apply to those who wish to rent the parish facilities for private events. It was agreed that the form, which contained many questions about specific details for the proposed event, should be simplified to just a few basic questions which describe the event or idea, and this would generate more detailed follow-up discussion between the staff and the person submitting. Decisions on whether to approve an event will be made directly by the staff together with Fr. Daly, and the PPC will be kept informed of any approved events via email or the monthly meeting. If the proposed event is larger or has broader impact, it may be brought to the PPC for further discussion before approving.

Parish Picnic

The date for the parish picnic was set for Saturday, 8/11 after the 4:30 Mass, since we aim to alternate between July and August dates every other year. It was agreed that we should reach out to involve new people to help with the planning and support for the picnic.

Mass at the Lake

The date for the Mass at the Lake was set for Sunday, 9/16, which will be the closest to the feast day of Our Lady of Sorrows (9/15). The Sunday School program will begin the following Sunday, 9/23.

Coffee Hour

Due to the very low attendance for coffee hours last summer, it was agreed to cancel coffee hours this year during the summer schedule period – from 7/1 through 9/16. Coffee hours will resume with the regular Mass schedule on 9/23. It was also noted we usually hold one coffee hour in the garden next to the Bullock Center, which is greatly enjoyed by all, and while this has taken place in April in the past, the weather is always a concern, so this year we will hold the last coffee hour before the summer break on 6/24 after the 8:45 Mass.

Financials

It was noted that the parish does not appear to be consistently meeting the weekly offertory budget, although the figures often are not far below target. It was suggested that the Finance Committee may need to sponsor a drive for a general increase in donations, especially since there are several one-off expenses that will need to be covered in the months ahead – alarm system upgrades, handicapped ramp refurbishment, side door replacements, front landscaping, repositioning of the altar and tabernacle, as well as supporting ongoing costs. It would also be an appropriate time to assess the staffing budget.

Disciples in Mission / Parish Plan

Claire mentioned that the team is currently looking into the next dates when people will be available in order to schedule another session. It was noted that they will be working on a plan for how to engage more of the parish in this process in the fall.

Ministry of the Month

Teresa provided follow-up on last month's plan to publish a Ministry of the Month section in the bulletin, which will include information describing the ministry, how to get involved, who to contact, etc. She already has a listing of all the ministries that will be included and will send a notice to the leader of each in order to put together a schedule for the next year. The plan will be to include the information for each ministry on the parish website for future reference after it is published in the bulletin.

Town Hall Meeting

The parish Town Hall meeting is scheduled for Sunday, 6/10 at 1:00 in O'Connell Hall. Fr. Daly will speak briefly with his reflections on the past year, then open it up to questions along with comments from other committee members. Possible topics include ministries, parish environment, Disciples in Mission, facilities, finance, staffing, diocesan feedback on the parish, interfaith involvement, etc. Lynn will arrange for refreshments, together with those for the coffee hour.

Fr. Daly also noted that the recent Cardinal's Blog noted the impressive diversity and vibrance of Our Lady of Sorrows.

Faith Formation

Teresa updated on a number of items. There are no major program changes planned for next year, though there may be a few small additions such as more church tours for families.

First Communion timing was discussed. This year was somewhat unusual due to the timing of Pentecost, making it necessary to hold nearly all of the First Communions in one weekend, including one dedicated Mass on Saturday, which was chosen by the majority of families. Since there are families who prefer the dedicated Saturday service, and others who prefer to have the ceremony as part of a regular Mass, it was agreed that giving families the choice works out best

for all, and this will be continued next year. Consideration may be given to setting a maximum of 10 per Mass, just so that the children and their families will all be able to sit near the front of the church. It was also suggested to recognize First Communicants before the entire parish on the following weekend during Masses, and possibly to list their names in the bulletin for a week or two so that all in the parish are aware of who took part.

The summer activities fundraising car wash will be held on Sunday 6/10 during all the Masses. Due to Anne Marie's departure, the high school summer trip had to be canceled since she was scheduled to lead. The middle school trip will go on as planned.

There are plans to have two Sunday discussions of readings after the 10:30 Mass, since those which were held last summer were well-attended. Fr. Clooney will lead a session on 7/15, and Fr. Daly will lead on a Sunday in August, date TBD.

Two senior events will be planned for next year, with details on content and timing still TBD.

Christian Services Commission (CSC)

Kate noted that the toiletries kits for Evelyn House and HUGS have already been assembled and delivered, and that there will be no more CSC activities until September.

Closing prayer by Claire

This was the last PPC meeting for this session, and the next meeting will be scheduled for Sep 5th. Have a great summer!