

**ST. MATTHEW PARISH COUNCIL
MEETING MINUTES
October 12, 2006**

Council Members Present: Karen James, Markene Kaminski, Micki Klappa-Sullivan, Matt Knorr, Michael Kuick, John Lee, Tom Marciniak, Blanche McQuitty, Clifford Shelton, Fr. Bill Stanfield, Sharon Tehan, Phill Unti.

Guest: Alice Hatzenbeller

Meeting Minutes: The September council meeting minutes were approved.

Formation: The council reviewed and discussed Parish Council Manual: Chapter 10 "Leading With Wisdom: I Consultation". Markene led the group in discussing the three main concepts in this chapter:

- 1) Parish Council as a consultative body – The work of the council must always link to the mission statement of the parish. The council must represent the parish to the pastor by being prayerful, considerate and ensuring the best interests of the parish are at the core of decision-making.
- 2) The process of discernment is used to determine the best decisions for the parish. The council must take care to pray and listen to how the Holy Spirit is guiding the group in this process.
- 3) Arriving at consensus in decision-making to determine the best decisions for the parish as a whole.

Chairperson's Report: Matt led a discussion to debrief the annual parish meeting, which was held last Sunday. A suggestion was made to publish the agenda for the annual meeting ahead of time as this might encourage more parishioners to attend the meeting.

Matt reminded the group about the Leadership Convocation to be held Saturday, October 21st at the Cousin's Center. The carpool will depart the St. Matt's parking lot at 7:45 a.m.

Pastor's Report:

- Fr. Bill stated that a report from Archbishop Dolan will be forthcoming, which includes a challenge to all parishes to have a 20% increase in Sunday mass attendance. Fr. Bill suggested this as a topic for next month's agenda.
- The Generations of Faith program is off to a wonderful start.
- The pastoral staff is gathering for an external formation session and Tom Schneider is attending a stewardship conference this week. Fr. Bill and Tom will give an update to the council.

Liaison Reports:

Prayer and Worship – The committee is currently studying the Constitution on the Sacred Liturgy – Vatican Council II. Work continues on the 2006-07 goals. The committee proposed a statement to be included in the Mission Statement that would reflect the work of this committee.

Southern Cross Committee – Markene shared a brief update on the status of our collaborative efforts. The Evangelization Committee is looking for additional members. The committee is currently involved in the formation "Spreading Holy Fire". Post cards listing mass times for all parishes in the collaborative will be mailed in time for the Christmas holiday to encourage people to attend mass.

Ad Hoc Committees:

Micki indicated that the planning group for the in-home prayer group met recently but had very low attendance.

Tom stated that the Mission Statement ad hoc committee will present the draft of the revised mission statement at the next meeting.

Discussion: Generations of Faith – Alice Hatzenbeller announced that to date, approximately 250 people have attended the Faith Fests, which have run very smoothly. She reported that the majority of the parish council members are registered to participate. She indicated that there is more work to be done to encourage those parishioners without children to attend. People need to be reminded that this is an intergenerational experience.

Open to All:

- Cliff recommended making an announcement at the end of mass to encourage parishioners to support the St. Matt's soccer teams by coming for lunch and school spirit. Fr. Bill asked Cliff to draft an announcement to be used.

- Tom suggested sending the weekly bulletin via email to all parishioners who submit their email address to the parish office. This could assist in boosting mass attendance. This idea will be forwarded to the Technology Committee for their input. A concern was raised that keeping up with email address changes could be a difficult task. A suggestion was also made to consider using email as an alternative way for doing ad hoc committee work rather than holding meetings. This could expedite work that needs to be done.
- Karen will purchase and route a “thank you” card for council members to sign for the St. Mary’s by the Lake parish council, who hosted this meeting tonight.

Respectfully Submitted by:

Blanche McQuitty
Parish Council Secretary