

QUAD-PARISH PASTORAL COUNCIL MEETING MINUTES – APPROVED 5/17/2016

April 19, 2016

Annunciation Adult Faith Formation Room #105 – Annunciation Parish, 7:00 p.m.

ANNUNCIATION PARISH REPRESENTATIVES:	Lori Bankson Donna Bouressa Diane Engels Jane Giese	Chris Kust Betty Staeven Joann Vaile
ST. JOSEPH PARISH REPRESENTATIVES:	Sue Adler Shelly Bitters Mary Brooks Kathy LaLuzerne	Betty Mailhiot Holly Meyer Lynn Mincheski Marlene Smith
ST. JUDE PARISH REPRESENTATIVES:	Clay Aumann Patrick Costello Rheda Jelen	Martin Kyles John St. Andre Susan Straubel
ST. PATRICK PARISH REPRESENTATIVES:	Mary Ann Daniel Nancy Cornwell Ann Hanchek	Mary Hanchek Mary Simonis Sharon Zakowski
PASTORAL STAFF:	Father Donald Everts	Deacon Jerry

CALL TO ORDER:	The meeting was called to order by Father Don and opened with a prayer led by Diane Engels.
INTRODUCTIONS:	Father Don introduced the council to Deacon Jerry, who will be joining the Pastoral Staff in the near future. Mary Simonis introduced the council to Mary Hanchek, who will be her replacement as a representative from St. Patrick Parish.
REVIEW AND APPROVAL OF MEETING MINUTES AND AGENDA:	The quad-parish pastoral council meeting minutes of March 15, 2016 were reviewed and approved as submitted with one correction: Under OLD BUSINESS, in the section on the LIVING JUSTICE/PANTRY BUILDING, the minutes should state that the goal is to move into the building by June of this year (2016). The meeting agenda was approved as distributed with two additions under NEW BUSINESS: NEW STRUCTURE and MEETING ROOM.

TOPIC:	REPORT/DISCUSSION:	ACTION:
COMMISSION REPORTS:	<p>In addition to the written commission reports that were distributed with the meeting agenda, the St. Joseph Parish representatives were asked to give updates on other information from the commissions.</p> <ul style="list-style-type: none"> • Community Life Commission – <ol style="list-style-type: none"> 1. Items Needing Council Approval: None. 2. Upcoming Events / Activities of Commission: Council members were directed to the Community Life Commission report that was distributed with the meeting agenda. Father Ryan’s Farewell Party is scheduled for June 23rd at St. Jude Parish from 5:30-7:00 p.m. 3. Other Commission Information: None. • Faith Formation Commission – <ol style="list-style-type: none"> 1. Items Needing Council Approval: None. 	<p>No council action required.</p> <p>No council action required.</p>

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TOPIC:	REPORT/DISCUSSION:	ACTION:
	<p>2. Upcoming Events / Activities of Commission: Council members were directed to the Faith Formation Commission reports that were distributed with the meeting agenda. Promotions have started for this summer's Vacation Bible School. There are only two more sessions of Religious Education classes left in the 2015-2016 school year. May Crowning is scheduled at St. Patrick Parish on May 4th. This year's First Communicants were invited to participate in the May Crowning program.</p> <p>3. Other Commission Information: None.</p> <ul style="list-style-type: none"> • Social Justice Commission – <ol style="list-style-type: none"> 1. Items Needing Council Approval: None. 2. Upcoming Events / Activities of Commission: Council members were directed to the Social Justice Commission report that was distributed with the meeting agenda. 3. Other Commission Information: None. • Stewardship/Evangelization Commission – <ol style="list-style-type: none"> 1. Items Needing Council Approval: None. 2. Upcoming Events / Activities of Commission: Council members were directed to the Stewardship/Evangelization Commission report that was distributed with the meeting agenda. Commission members will be sending thank-you notes to all who submitted commitment forms as part of this year's Stewardship Ministry Drive. Forms will continue to be collected for a couple more weeks. After the Ministry Drive is concluded, the leaders of each of the organizations and groups listed on the commitment forms will be receiving a spreadsheet with the names and contact information of individuals who indicated an interest in their groups. The leaders are expected to follow up with each of these volunteers. It would not be appropriate to ask for participants and then not acknowledge who signed up. Council members commented on the proposal that those who are homebound could become involved by signing up for prayer groups, noting those groups were not clearly identifiable on the form. The groups were noted at this meeting, but it was also suggested they could simply write "Prayer" on the form. 3. Other Commission Information: None. • Worship Commission – <ol style="list-style-type: none"> 1. Items Needing Council Approval: None. 2. Upcoming Events / Activities of Commission: Council members were directed to the Worship Commission report that was distributed with the meeting agenda. May Crowning will be held on May 4th at St. Patrick Church. 3. Other Commission Information: None. • GRACE – Due to lower than expected enrollments for the St. John Paul Classical School, it was decided to utilize some available 	<p>No council action required.</p> <p>No council action required.</p> <p>No council action required.</p> <p>No council action required.</p>

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TOPIC:	REPORT/DISCUSSION:	ACTION:
	<p>classrooms at Holy Family School rather than utilizing the space at St. Joseph School. The classical school will still maintain its own identity and will be separate from the other Holy Family School classrooms. It is hoped the program will continue to grow and the plan is to eventually place these students in their own school building.</p>	
<p>NEW BUSINESS:</p> <p>STAFFING:</p> <p>NEW STRUCTURE:</p> <p>MEETING ROOM:</p>	<p>In addition to a new Associate Pastor in 2016-2017, several other staffing changes will be occurring. The Middle School Coordinator position will be open. That full-time position may be changed to two part-time positions, one focusing on middle school youth and young adults and the other assigned to duties within the New Evangelization Team that will be formed under the restructured Quad-Parish organization chart. Jennifer Poehlmann has asked to decrease her hours so a part-time position will be open as a Liturgy Assistant to make up for the hours Jennifer is reducing. Chelsea Verges will be leaving her role so a part-time position will be available as the music director for St. Patrick Parish.</p> <p>Father Don distributed a chart outlining a proposed revision to the Quad-Parish organization and structure. Under the new structure, the Pastoral Staff leadership includes the Pastor, the Associate Pastor and four team leaders who are over the teams for Administration, Worship, Pastoral Ministry and New Evangelization. The new structure also reduces the number of Quad-Parish Commissions to three (Worship, Pastoral Ministry and New Evangelization), but the number of parish representatives on each commission would increase from two to three. The reason for the restructuring is to reduce the variation and overlap of responsibilities that occurs with the current structure. By reorganizing roles and functions, the intent is for better accountability, improved communication, and more opportunities for creativity and visioning within each ministry. The team leaders, team members and functions each team oversees were outlined on the chart, as were the frequency and objectives of the team leader, team, staff development, council and commission, and parish committee and group meetings.</p> <p>A suggestion was made to move the Pastoral Council meetings to the large hall in the lower level of the Annunciation building. This would allow the group to sit in a circular arrangement rather than the classroom style of the current room. The council would start meeting in the new location at the beginning of the 2016-2017 council year, which provides time for arrangements to be made for availability of the new meeting room.</p>	<p>No council action required.</p> <p>The Pastoral Council supported the proposal for revising the Quad-Parish organization and structure.</p> <p>The Pastoral Council supported changing the location of the meeting room.</p>
<p>OLD BUSINESS:</p> <p>LIVING JUSTICE/PANTRY BUILDING:</p>	<p>The first Pre-Board meeting of the Living Justice Center was held. The Pre-Board sets up the organizational structure of the center and then transitions its work to a permanent Board of Directors. The Pre-Board activities will probably be completed within the next six to eight months. The renovation plans have been approved by the Pre-Board and the architect is completing the design work for submission to the City of Green Bay.</p>	<p>Informational; no council action required.</p>

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TOPIC:	REPORT/DISCUSSION:	ACTION:
KNOW AND BE KNOWN:	A sample name tag was distributed for council members to consider. The Quad-Parish logo and parish name would be printed on the name tags in addition to the parishioner's name. The cost for the name tag is approximately \$5. Parishioners would be asked to provide donations toward this expense. Council members shared their feedback.	Informational; no council action required.
OTHER BUSINESS:	There was no other business requiring discussion.	

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:45 p.m. The next meeting will be held on May 17th.

Elizabeth Markon, Recorder