

2021.11.09

All-Councils Minutes

INTRODUCTION

Opening Prayer: Faith Forward Discernment Prayer

Heavenly Father, sixty-two years ago, by your Will and your Providence, you established our parish under the patronage of St. Francis of Assisi to whom you gave the commission, “Rebuild my Church.” With his own hands, he repaired the church building of San Damiano; but with the spirit of poverty, detachment, sacrifice, service, and worship he rebuilt the spiritual house of the universal Church. Today we call upon those same spiritual gifts to give our parish family prudence as we discern the physical needs of our own church buildings. Through the intercession of ST. Francis of Assisi, by your Will and your Providence, help us to discern how our physical buildings can serve our spiritual needs of worship, fellowship, education, and stewardship.

TOPICS FOR ALL-COUNCIL DISCUSSION

The intention of this section is to open the All-Councils meeting to dialogue. It is important to come to the meeting with concerns, opinions, suggestions, and comments. For this reason, we are sending the all-council’s agenda out a few days beforehand. Lively discussion, charitable conflict, sparring about ideas and opinions are necessary for ideas to be most effective. It is important for Fr. Jarrod to hear the dialogue so that he can process all necessary perspective. Fr. Jarrod will work to give each topic a “status” as to whether I am looking for: Consensus, Input, Critical thinking, Dialogue within councils on specific topics.

ADDENDUMS / ATTACHMENTS

GENERAL TOPICS

<u>SUBJECT</u>	<u>FR. JARROD’S COMMENTS</u>	<u>COUNCIL NOTES</u>
<i>Pre-All Council Mgt/Team Prep Dates</i>	Jan. 5 th , Feb. 2 nd , March 2 nd , April 6 th , May 4 th , June 8 th	
<i>All Councils Meeting Schedule through 2021</i>	Jan. 11 th , Feb. 8 th , March 8 th , April 12 th , May 10 th , June 14 th	
<i>All-Council Minutes</i>	Post your minutes within a week following the All-Councils’ Meeting. You should email them to Travis and your Council Chair. Use this Agenda as the template – Council minutes go in right hand column (under Council Notes).	
<i>All Councils Christmas</i>	We don’t normally have a meeting in December. But, this	

<i>Party</i>	<p>year, as crazy and stressful as it has been through this pandemic – let’s all get together Dec. 14th for an All Councils Christmas gathering. Same start time: 6:30 pm – come and go as you like after that.</p>	
<i>Parish Dinner</i>	<p>I’d like to express my deep thanks and gratitude to all who helped with the Parish Dinner. What a wonderful evening! Our parish came together as a family in joyful celebration of the Lord and in warm fellowship. To see our parish families together and so joyful after all that everybody’s been through is a testament to the Holy Spirit and the strength of this parish. Thank you.</p>	
<i>Fun Night</i>	<p>Fun Night was a raging success and over \$60,000 was raised. Thank you to everybody who helped with this.</p>	
<i>Facilities Update</i>	<p>We had a limited/targeted Parish Workday on Oct. 2nd. The guilds assisted Pat Malone and others on landscaping, particularly around the school, as well as assistance with Parish Dinner set-up.</p> <p>If you haven’t had a chance to see the sidewalk areas leading into the school, you’ll want to take a look. Bushes and shrubs that were many years old, at the end of their life, and in many cases overgrown and dying, have all been cleared out. It was a good bit of work. It’s already a huge improvement to the look of the parking lot and school, and will be even better once replacement plants are put in.</p>	
<i>Rebuild my Church</i>	<p>We are still in the public phase of the Rebuild My Church campaign which kicked off the weekend of August 28th/29th.</p> <p>We have raised to date, over \$5 million dollars for the campaign. While this represents good progress toward our goals, this number comes from only 20% of our parish families. It’s going to be important for the campaign for a larger percentage of our parish families to get involved in this.</p> <p>We still plan to have the public phase of the campaign wrapped up by the end of November. That doesn’t mean efforts will stop at that point. This is a three-year campaign</p>	

	<p>and families will have the opportunity to participate even after the end of the formal, public campaign efforts.</p> <p>To date, a mailing has gone out to all parish households. It contained a letter from me and a copy of the campaign case booklet, with a request that parishioners prayerfully consider a pledge or outright gift to the campaign.</p> <p>The RMC committee has been reaching out by phone to around 800 parishioner households to meet and discuss the opportunity for them to contribute to the campaign.</p> <p>November will include additional efforts such as an in-pew appeal on Nov. 20th/21st. We had tables after all Masses this past weekend in the Vestibule and Clare Hallway to help people complete pledges.</p>	
<p><i>Women's and Men's Acts Retreat</i></p>	<p>The women's and men's ACTS retreat were recently held. They were very successful, and well attended given the fact the ACTS teams are restarting momentum following the Covid shutdown of these retreats. The ACTS retreats this year are the first time the retreats have been SFA led. This is an important step for ACTS at SFA. The efforts of all the ladies and men at SFA who helped make these retreats a success are very much appreciated. This is a powerful program that has positively affected many people.</p>	
<p><i>Porter Team</i></p>	<p>Our Porter team has reached out asking the parish for help. Our porters lock up the Church facilities every evening. This is an important task for obvious reasons. It doesn't take long – about 10 minutes, but it does require somebody here every evening to do it. The goal has been to have about 30 people on the team, so each individual has only one evening commitment per month. The team is down to only around a dozen people.</p> <p>We are currently asking the Knights and the Men's and Women's ACTS teams (and anybody else) to consider volunteering to help with this. Volunteers should get with Travis.</p>	

<p><i>Important Dates/Events Coming Up</i></p>	<p>Stewardship Fair - Nov 7th @ 2:30pm and Nov 10th @ 6:45 both in the gym. As a reminder, we need our ministries to have tables set up behind where I'll be speaking. This is so they can be thinking about new possibilities in giving of their talent during my talk and can visit the tables after it. The more participation we have from councils, committees, ministries and guilds, the more success we will have in getting new volunteer.</p> <p>Estate Planning/Planned Giving Seminar – This past Saturday, Travis, Ryan Farley and Leon Keiter gave a presentation on estate planning and planned giving. We had families during the feasibility study express a desire for information about this. Thus, this was a response to these requests.</p> <p>Lay Witness talks – November 13th – 14th</p> <p>Commitment Weekend – November 20th – 21st</p> <p>Ministry Breakfast – January 15th</p>	<p>FJ NOTE:</p> <p>FJ meet with a Council</p> <p>Jan. 17th – 6:30 pm Jan. 18th – 6:30 pm Jan. 24th – 6:30 pm Jan. 25th – 6:30 pm</p>
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DIOCESAN INFORMATION – None for this meeting

FUTURE TOPICS FOR DISCUSSION

FOLLOW UP DISCUSSIONS

This section will be for those topics that require extended discussion, times for councils to speak individually, and for individuals to process information. These topics will be first introduced in “items for discussion” and then followed up on in successive councils’ meetings under this section.

COMMUNICATIONS COUNCIL

<p><i>MEMBERS</i></p>	<p><u>MEMBERS</u> Aaron Leiker, Alexa Smith, Ann Walden, Fran Cook,</p>	<p><u>Members in attendance</u> Aaron Leiker, Alexa Smith, Ann Walden, Fran Cook, Jes Brouillette, Joe Wescott <u>Absent</u></p>
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	Jeremy Lezniak, Jess Brouillette, Joe Wescott, Joe Shobe	Jeremy Lezniak, Joe Shobe
<i>Council Chair Position</i>	<p>Council Chair & Council Seat</p> <p>Aaron restated Father’s request that we take our time and think about this and pray about it. Ann mentioned that she will be retiring from her Vernacular editing position at the end of the year, and at that time would be willing - if needed - to serve in another capacity on the council.</p>	<p>Welcome new member, Joe Wescott!</p> <p>Council Chair – Aaron not able to serve as chair due to family/personal obligations; Ann has agreed to Chair, Jes Brouillette will be Vice Chair. (Separately, Fran talked to Joe Shobe and agreed to serve as Secretary in 2022.)</p>
<i>General</i>	<p>Mapping Project Jeremy briefly explained this to us - the database, geographic mapping tool, etc. He and Travis P. are fine-tuning it now. Evangelization to our own parishioners is the first phase - bringing together “mini church communities” such as small Bible Study groups.</p> <p>Calendar of Publications We aren’t sure what is meant by this or what we’re supposed to do. Aaron will speak with Father for clarification. Alexa received from Rebecca a calendar detailing all annual publications and the times in which they are produced and published. Alexa should have this document and can review it with the council.</p>	<p>Jeremy was not present, so no further discussion on mapping project; Father Jarrod shared thoughts in larger meeting about first messaging to be “are you coming back to Sunday Mass, and if not, how can I get you there?” He said the intention of this project is human interaction of parishioners and connecting people who live near each other.</p> <p>Team discussed briefly the overlap between bulletin, vernacular, social media – reiterated that we should have one message that is pushed out to multiple formats.</p> <p>Throughout Father’s talk, he mentioned several upcoming or ongoing items he wants to make sure are promoted, including:</p> <ul style="list-style-type: none"> • Christ the King Prayer Service Nov. 21 • Value Them Both Amendment • Parish Mission • Mardi Gras Dance • Use of “Formed”
<i>Flocknote</i>	<p>Flocknote Troubleshooting Aaron said that the ACTS Retreat teams gave up on using Flocknote because too many people weren’t getting the information. They use group texts or GroupMe instead. We discussed what could be done about this. Can we contact Flocknote support for assistance? Do we need to give people</p>	<p>Very few ministries are using Flocknote. Jes did some troubleshooting; each member must accept the invitation to join each group. It is not a simple one-step process; each member must follow up with acceptance email/text to agree to receive messages for each group. Because of this, significant user error is possible. Team discussed, should</p>

	<p>better instructions on how to sign up or how to help their ministry teams sign up the right ways so they will receive the texts or emails? Alexa will follow up with Flocknote and research solutions on this. Perhaps we have step-by-step instructions and/or FAQs that we can easily share with parishioners. These things need to be ongoing/always available - not just communicated once and then dropped. I am very interested in this problem. If Flocknote is not an efficient tool of communication then we need to discern its usefulness for our parish.</p> <p>Bulletin Available via Email</p> <p>We need to remind parishioners that they can receive the Bulletin via email and instruct them how to do that. Ideas would be to put something about this on the actual bulletin page on the website - that way it would always be there - and putting reminders in vernacular and bulletin. This is also something that should be included on the new parishioner welcome flyer. (Ann sent a follow-up email to all council members regarding the history of this from our past minutes.)</p>	<p>we set up signup ipads/laptops after Masses? We need to consistently push information about Flocknote – the more people see it; the more likely they are going to believe it is not spam/it is safe.</p> <p>Ann said that we shouldn't discard Flocknote without a real effort to make it work. The Communications Council in the past spent considerable time researching and implementing it, so it would be better to do what we can to encourage its use, give people instructions on how to use it, and help troubleshoot w/ any difficulties. We will plan on doing some sort of annual instruction on its use at the January Leadership Breakfast, as it is an ongoing tool that we think will help with parish-wide communications, as well as individual ministry communications.</p> <p>Follow-up: We forgot to put the Bulletin email signup in the SFA Welcome Flyer we just completed. However, we can still request that Alexa add it to the Bulletin itself as a recurring item, whenever space permits, and request that Joe add it to the Bulletin page on the website.</p>
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Task Reports

<p><i>Social Media</i></p>	<p>Jeremy asked how will we communicate with people in the parish who don't use social media? Jeremy said he strongly prefers texts for significant announcements. Ann mentioned email, texts and traditional ways such as the Bulletin. That's what led us down the path of discussing Flocknote and the availability of a Bulletin link via email. Some of the members weren't aware they could sign up to receive the Bulletin that way. Others were concerned that we are relying on Flocknote to communicate, but some people aren't receiving the messages.</p> <p>The School uses School Messenger for texting/emailing. I'm</p>	<p>Team will continue to work on a survey for full council ; will take feedback and then work on a communications strategy in January. Fran to resend the link to the survey draft; we wish to ask the full council what they want to see/what they don't want to see, and what types of mediums they use; promote use of event form.</p> <p>Fr. Jarrod reminded the team that we could cut Travis' Mass announcement from Mass recordings on YouTube each week. No need to re-record/recreate these. We did not have time to discuss this during the meeting, but will talk</p>
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	<p>not sure if Flocknote has a texting feature or not. I believe it is possible to use School Messenger on a limited basis... Mary Carter could easily answer that question if asked at the Council meeting.</p> <p>Social Strategy After much discussion, we decided what we really need is a communications strategy, with social as just one part of it. We discussed again the possibility of including Baptisms, Funerals and New Parishioners in social posts and possibly texts, instead of just once a month in the Vernacular. Is there any reason not to? Other possible topics for sharing this way would be RCIA milestones such as “sending,” parish picnic, parish dinner, reminders of major events, etc. Jess said we could do some of these as text-only, some as links to longer information, and some as short videos.</p> <p>How frequent should these posts/texts occur? What topics or types of posts should be included? What big calendar items should we be promoting? Should others be able to post/text besides Alexa? We decided to do some surveys - asking Parish Council members and other leaders for their thoughts on this. (who is working on these surveys?)</p> <p>Ann suggested it would be nice to have a recap of weekly pulpit announcements available for those who were traveling or otherwise missed them. These could be a link to text or short videos. We could then share them using various methods (social, text, email, web) as determined appropriate by the council.</p> <p>Our goal is to be ready with a new strategy by Jan. 1.</p>	<p>about it at the next meeting.</p>
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*New Parishioner
Welcome Packets*



- 1) Bag Design
 - Just do a simple black grocery bag with the SFA logo. It's already been done by the school (see photo at left).
 - Can we just use the same vendor and place a reorder (updating the logo to the church logo)? Alexa to check with school staff to see who did this.
- 2) Car Decal

- Jess working on updated design.
- Aaron getting updated quote from printer.

3) St. Francis Prayer Card

- Lisa Lang asked that this be a 5x7 framed card. We are concerned that most people would not hang or display it in their home.
- We suggest instead that this be a St. Francis of Assisi Prayer fridge magnet.

4) Ministry / Event Description Packet

- This would outline ministries as well as yearly events such as the parish dinner or picnic, in a design as perennial as possible.
- We have far too many ministries to list them all, and the Parish is no longer doing an annual stewardship booklet. Instead, let's keep it simple as a one-page flyer – that lists our parish mission statement, core values, a few key events (picnic, dinner, RCIA), and lists our website as a resource for everything else they need to know. Be sure to include information about signing up w/ Flocknote to receive Bulletin, Vernacular and other key announcements from the parish.
- Alexa to create a draft of this and send to Council for help with editing and suggestions.

Design deadline: end of October

Team Facetimed with Lisa Lang to share thoughts on new parishioner Welcome Packet materials. She said there is no budget for the project, so we encouraged her to reach out to Pat and Travis with the estimated cost once she has it all together, and get their approval.

- Jes has finished the decal design and will send it to Alexa. He will also solicit quotes for decal printing to some online vendors. (Local vendors have not replied to our requests for estimates.) He will provide that information to Lisa.
- Lisa said she was waiting on a design for the bag. We told her all she needs is the new church logo, and Alexa can easily provide that. Alexa has access to the parish logos on the Google drive and should be able to provide it to whoever is purchasing the bag. We recommend they use the same vendor as the school used in the past for the bag pictured at left.
- Lisa had requested that our committee provide a Welcome Flyer, but Alexa has not had time to work on it. Ann offered to create a single-page flyer to be included in the packets. (After the meeting, she sent it to the Communications Committee, Lisa, and church staff for approval. It is approved and done. Lisa will work with the church office to have it printed in house.)
- Lisa saw our recommendation for a fridge magnet, but it was after she had already purchased some St. Francis artwork from Etsy. She likes this idea better and will have the church office print it. Her plan is to order inexpensive 5x7 frames for this art and include that in the packet for people to hang in their homes.

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Committees

<i>Creative Resources</i>		No updates
<i>Internet</i>		No updates; however, Fr. Jarrod requested that the “homily” button on the website be replaced with a link to the parish YouTube page. (Followup: Ann asked Joe to do this, and it is done.)
<i>Parish Library</i>		No updates
<i>Vernacular</i>		Ann Walden (copy editor) and Lanette Belton (news editor) are both stepping down at the end of this year. They are seeking replacements. We would like the entire Parish Council to spread the word and help us find new stewards for this activity.

Guilds

<i>Graphic Design</i>		No updates
<i>Parish Photographers</i>		No updates
<i>Theologians</i>	<p>Some suggestions were listed by Ann to frame an expectation of the guild members for contributing articles. Articles should be around 500 words; Fr. Jarrod will give final approval before publication.</p> <p>Jeremy is also a member of the Theologians Guild and he can provide input on how to reactivate this Guild for purposes of supplying articles.</p> <p>Jeremy, please touch base with me about this and we can start getting these articles going.</p>	No updates
<i>Video Productions</i>	<p>Jess mentioned coming up with a list of resources needed so that he and others could start creating videos to promote parish events and for a variety of other purposes. Then, it can be submitted to Father as a budget request.</p> <p>I look forward to seeing the list of resources and seeing videos produced.</p>	No updates

OPERATIONS COUNCIL

<i>MEMBERS</i>	Tina Lee (Chair), Pat Burns, Cheryl Koch, Julie Morgan, Long Pham, Brian Pascal, Stephanie Farley, Dana Leivian, Michelle Lamunyon	Members in attendance: Tina Lee (Chair), Pat Burns, Cheryl Koch, Julie Morgan, Brian Pascal, Stephanie Farley, Dana Leivian, Michelle LaMunyon
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General Discussion

<i>General</i>		3 members are leaving in December: Tina Lee, Brian Pascal, Cheryl Koch (not 100% sure if she is leaving). If all leave we will need 3 new members.
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Tasks

<i>Financials</i>	Current financials were reviewed, and questions sent by email were addressed.	Financials were reviewed. Fund Balance is at 2.6 Millon, Savings 1.2 Millon.
<i>Quasi-Endowment</i>	<p>The procedure for utilizing the quasi-endowment has been established and is being utilized for PPP funds and RMC funds moving forward.</p> <p>Those funds will be segregated and sent to the Diocese Savings account to earn interest until the funds are spent.</p> <p>It was also determined excess funds from the last fiscal year from PPP proceeds, bequests and efficient operations be moved to long term savings in our Quasi-Endowment account.</p> <p>These funds remain at the pastors discretion to use for future expense deferrals, such as teacher and staff salaries and other expenses that may arise. These funds are separate from any building or RMC campaign funds and are to be viewed as long term savings for the parish.</p>	

Committee Reports

<i>Facilities</i>	We discussed the Rebuild my Church campaign current status. We also talked about what the facilities committee is addressing and that we would like an updated report next meeting.	<p>Dana gave a report from Facilities Committee: Getting Bids for Roofs/Windows repair. Roof for Kitchen & Cana Hall will be starting Nov. 17th, hopeful to be finished around Thanksgiving.</p> <p>Letting school out 1 week early to start work (school out May 19th, start work on May 20th.) on the boiler, HVAC replacement, Roof repair/replacement and 4 bathrooms.</p>
<i>Finance</i>		<p>180 households of the first feasibility study have still not turned in their pledge cards.</p> <p>Discussion about making sure we communicate what we are doing with the Rebuild My Church funds.</p> <p>60 letters were sent out to parishioners, with children in school, that are slow/behind on their tithe.</p>

<i>Parish Workday</i>		
<i>Planned Giving / Legacy Giving</i>	Estate Planning/Planned Giving Seminar – November 6 th . Travis, Ryan Farley and Leon Keiter gave a presentation on estate planning and planned giving. We had families during the feasibility study express a desire for information about this.	
<i>Porter (Locking-up)</i>	See above – Our Porter team needs help.	Ray Alverson is moving off as leader of this committee. Currently only 10 to 12 people signed up to help lock up the church. Asking M/W ACTS & Knights of Columbus to help.

Guilds

A plan needs to be put in place to reach out to guilds and at least let them know that we are aware they have signed up. We also need a process by which the talents of the respective guilds can be coordinated and leveraged by the parish (Pat Malone). Can this endeavor be tasked to the Facilities Committee to plan, contact and coordinate?

<i>Architecture</i>	Guilds have been a part of our discussion with the Facilities Committee. As projects approach it is hoped that an emailing strategy can be utilized to encourage volunteers for appropriate work.	
<i>Carpentry</i>		
<i>Church Cleaning</i>		
<i>Computer Networking</i>		
<i>Electrician</i>		
<i>General Maintenance</i>		
<i>HVAC</i>		
<i>Interior Design</i>		
<i>Landscaping</i>		
<i>Mowing</i>		
<i>Plants and Greenery (indoors)</i>		
<i>Security Systems</i>		
<i>Woodworking / Metal fab</i>		

PASTORAL COUNCIL

<p><i>MEMBERS</i></p>	<p>Lisa Wyatt, Chair Randy Phelps - Vice Chair Johanna Forshee, Secretary Joan Collins, Adult Education & Formation Commission Jim Carney, Affiliated Groups Commission Heather Gregg, Liturgical Life Commission Bryant & Sarah Winslow, Marriage & Family Life Commission Nick Dash Pastoral Care & Special Needs Commission JoAn Holmes, Prayer Commission Sharon Stump, Respect Life & Social Justice Commission Kyle Loomis, Social Activities Commission Emily Savage, Youth Commission</p>	<p>Members in attendance:</p> <p>Lisa Wyatt, Chair; Randy Phelps, Vice-Chair; Johanna Forshee, Secretary; Bryant Winslow, Marriage & Family Life Commission; Kyle Loomis, Social Activities Commission; Sharon Stump, Respect Life & Social Justice Commission; and Emily Savage, Youth Commission; Mark Greene, Adult Education: Heather Gregg, Liturgical Life; JoAn Holmes, Prayer; Absent: Matt and Melissa Straka, Affiliated Groups; and Nick Dash, Pastoral Care and Special Needs</p>
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General Discussion

<p><i>General Discussion</i></p>	<p>Stewardship Fair and Pastoral address will be held on Nov.7 at 2:30 p.m. and Nov. 10 at 6:30 p.m. Tables to introduce various stewardship opportunities are requested. Each table will need to be manned as parishioners frequently stop by the tables and ask questions. Also, have paper and pen ready as people sometimes want to sign up once they know more about the mission.</p> <p>Filling Jim Carney's and Joan Collins' position is very important – particularly with end of year and Stewardship renewal coming up. Any progress on this?</p> <p>I would like to put forward Mark Greene (sp?) as head of Adult Education. I have not discussed this with him but they are a young couple with good energy for a Council position.</p>	<p>Lisa began the meeting with an update on the Stewardship Fair. We had several tables set up for the various commissions. There were several people who stopped by and visited about information concerning commission. We were reminded that tomorrow (Wednesday, Nov. 10) will be the second pastoral address. We discussed the upcoming Ministry Breakfast. The Stewardship committee will be in charge of the food. Lisa will be sending out the invitations. Lisa and Johanna will coordinate the decorations and set up with Sandy. Lisa reminded us that the All Councils' Christmas gathering will be held on Tuesday, December 14 at 6:30 at the rectory. It will be a come and go affair.</p> <p>We were asked to choose a date when our council will meet with Fr., Jarrod. We choose Jan. 25 (1st choice) and Jan. 18 (2nd choice) at 6:30. Location to be announced, Lisa passed out a contact information sheet to update all Pastoral Council members addresses, phone numbers and</p>
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		<p>emails.</p> <p>Mark Greene was introduced as the new head of the Adult Education group. Lisa is working on filling Jim Carney's position as chair of the Affiliated groups.</p> <p>Heather Gregg announced that offertory gifts will resume at weekend Masses the 1st of December.</p> <p>Meeting adjourned with the Strength and Guidance Prayer.</p>
<i>Quarterly Reports</i>		
<i>New Group Approvals</i>	<p>Lisa passed out the proposal for the new group: Compassion Respite Care. Travis spoke briefly about the need for the program. The Pastoral Council discussed the proposal and recommends Father approve the group. The Council recommends the new group consider: making sure the person volunteering has sufficient details about the person they would be caring for (maybe have a meet and greet session); whether the care givers need a liability waiver; and whether the care givers need any other training.</p> <p>Please fill out the New Group Form and I will discern its approval:</p>  <p>2018.10.4 - New Group Form.docx</p>	<p>Father asked that we approve the Respite Care proposal and he will approve it. He visited with the need for such a group.</p>
<i>Wildfire</i>	<p>Wildfire is being re-imagined with the goal of structuring the group to invite and form those interested in prayer and evangelization. It has been coordinating with Called and Gifted for a while and will allow participants who complete Called and Gifted and are discerning their charisms to have an opportunity to participate in prayer, continued formation and evangelization beyond their completion of Called and Gifted. Mathew Weller is taking over the leadership of Wildfire from JoAnn Holmes. JoAnn will remain heavily involved in the ministry.</p>	<p>Wildfire is being coordinated with Called and Gifted. It is being re-imagined with the goal of structuring the group to invite and form those interested in prayer and evangelization. Fr. Jarrod is asking the Respect Life and Social Justice Commission to work with them to promote the Value Them Both amendment.</p>

	Wildfire Rekindled had its first meeting October 19 th at 7 pm in Clare Hall. It's next meeting is Nov. 16 th at 7 pm in Clare Hall.	
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Task Reports

<i>Important Dates</i>	November 7 and November 10: Stewardship Fair and Annual Address June 9-June 12: Women's Acts Retreat July 7-10: Men's Acts Retreat	
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Adult Formation Commission

<i>Adult Bible Study</i> Tuesday Bible Study Friday Bible Study Wednesday Evening / Sunday Morning Bible Study	<p>Lori Hamel leads the Sunday Bible Study in Stewardship Hall, and Maria Newman leads on Wednesday evening in Clare Hall. Both groups are doing the <i>Formed</i> study on St. Peter. The Sunday morning group has 10 registered participants, and the Wednesday evening group has 20.</p> <p>JoAnn Holmes is still leading the Tuesday morning group and it has around 20 participants as well. This Group resumed classes on September 28. Six volunteers take turns leading the weekly sessions on the Gospel of Mark, using material from Formed.org. JoAn Holmes and Joan Collins coordinate the class, which was meeting in Clare Hall, but now back to Bonaventure.</p> <p>Friday Bible Study is led by JoAn Holmes, with Joan Collins assisting. The class is studying 2 Kings, using the RSV Catholic edition, with commentary and notes by Scott Hahn and Curtis Mitch. They are also studying the Prophets and 2 Chronicles. There are about 16 participants. The group meets in Bonaventure Hall.</p>	
<i>Adult Education</i>		
<i>Wildfire</i>	See above	
<i>Called and Gifted</i>	A new group will meet Oct. 21, and sessions last about 3 months. On average 10-30 people take part. The purpose of	

	the sessions is to discover your God-given charisms and how to put them to use.	
<i>FORMED</i>		
<i>Harvest House</i>	Colleen Farran has stepped down from leading the group. Not clear who will lead going forward.	
<i>Kapaun's Men</i>	Led by Dave Carter and Jim Rundell. The group has not met since the outbreak of Covid but plans to resume activities soon.	
<i>Men's Prayer Group</i>	Matt Logan leads Men's Prayer Group. The group meets on Wednesday from 6:30 to 7:30 A.M. in St. Clare Basement. The seven members are presently reading St. Augustine's Confessions.	
<i>Parish Mission</i>	Ralph Martin: Feb 25-26, 2022	
<i>RCIA / RCIC</i>		
<i>ACTS retreat - Men</i>	Oct 28-31, 2021 Confirmed	
<i>Upcoming Dates:</i>	Jul 7-10, 2022 Confirmed	
<i>ACTS retreat - women</i>	Jun 9-12, 2022 Confirmed	
<i>Upcoming Dates:</i>		

Affiliated Groups Commission

<i>A Better Choice</i>		
<i>Birthline</i>		
<i>Catholic Charities</i>		
<i>Center of Hope</i>		
<i>Courage – Encourage</i>		
<i>Gerard House</i>		
<i>Guadalupe Clinic</i>		
<i>Habitat for Humanity</i>		
<i>Knights of Columbus</i>		
<i>Legion of Mary</i>		
<i>Midwest Catholic Family Conference</i>		
<i>Padre Pio Group</i>		
<i>Regnum Christi</i>		
<i>Retrouvaille</i>		
<i>Serra Club</i>		

<i>Seven Sisters Apostolate</i>		
<i>Spiritual Life Center</i>		
<i>St. Anthony Family Shelter</i>		
<i>St. Dismas Prison Ministry</i>		
<i>St. Theresa Lay Carmelites</i>		

Marriage & Family Life Commission

<i>Financial Peace University</i>	<p>We have seen a decline in interest the last two sessions. The current plan is to make a big push for a large sign-up for the spring FPU class. The thought being that people will be making new year's resolutions. Plus coming off Christmas they might have credit card bills and be more open to the message and teaching of FPU</p>	
<i>Fighting for your Marriage</i>	<p>Spring 2021 session ran Apr 17-May 22, 2021 (6 classes). We had 8 couples sign up. One dropped before session began as they opted to divorce unfortunately. 2 couples were from prior yr when covid quarantine hit. They received the materials but did not follow thru with classes this session. Five completed the session.</p> <p>Four of the five couples were SFA parishioners Three families required childcare to attend. We did provide childcare at the playground & in nursery which worked well. Childcare was coordinated thru Kristi Bird & Sarah Steinert. Ken & Sharon Witzell from diocese office of marriage & family life helped Donavon & I facilitate spring session. Cost was \$55 per couple for their required work materials. Scholarship was offered thru diocese. Online registration went through eventbrite.</p> <p>Looking ahead: Would like to change program to "A Lasting Promise" which is same FFYM program with scripture base. I'm awaiting materials from Jake Samour Director of Marriage & Family Life. I understand length would remain 6 weeks. I've heard good feedback from diocese after it was offered at Spiritual</p>	

	<p>Life Center. Unsure if cost would change for materials. Diocese would support & has materials to lend facilitators so we would not have to purchase new if we do change to A Lasting Promise.</p> <p>We are in need of facilitators. Donavon & I are happy to continue but we only have Saturday availability. We would like to see if you & Bryant would be willing to help again and/or Nick & Mary Nguyen, Kyle & Lisa Lang, or Chris & Stacy Bennett. The other 3 couple just went thru in spring and would be great facilitators. We have not asked anyone yet. Two couples needed each session to facilitate.</p> <p>A future date has not been set yet as it would depend on facilitator availability</p>	
<p><i>Mary's Moms</i></p>	<p>I haven't found anyone to take over the daytime Mary's Moms group! I haven't really tried more than the ladies that were in the morning group. Our Sunday evening group is getting ready to start a new study. We may have another mom starting with us. I have not tried to grow the Sunday evening group. It is held in a home and the more I think about it, I love the small intimate group. If the group grew larger and we needed to switch to a larger facility, then I would think that was God's doing and be open to His guidance but not actively trying to make it larger!</p>	
<p><i>Mom's Day Out</i></p>	<p>"We are hoping to start the second week of October! Smaller crew, just using the nursery...to see how it goes. Looking at rotating tubs of toys each week to help on the cleaning situation. Two alternates instead of one. Going to two months...then will start back again in February! I know several moms were going to be going through toys this week and next week in preparation also."</p> <p>(When asked for clarification.) "We always have one back up person in case a worker gets sick. Given the situation, we are going to have two alternates for each date instead of one ;). And we will do mid October through mid dec (14)...with two weeks break for thanksgiving. Then we will start feb and go through may. We started taking off January several years back, and it really cut back of sickness."</p>	

<i>Natural Family Planning</i>		
<i>Nursery – Babysitting</i>		
<i>Wedding Anniversary</i>		
<i>Wedding Coordinators</i>		

Pastoral Care & Special Needs Commission

<i>Bereavement Committee</i>		
<i>Caring Hands</i>		
<i>Charities Committee</i>		
<i>Communion Calls</i>		
<i>Funeral Dinners</i>		
<i>Homebound Ministry</i>		
<i>Hospital Visits</i>		
<i>Meals for Priests</i>		
<i>Ministry with Persons with Disabilities</i>	A Mass has been scheduled for this group on Mar 6 th , 2022 at 1:00 pm.	
<i>Mourning Light Ministry</i>		
<i>Parish Nurse Ministry</i>		
<i>Tobit’s Ministry</i>		

Prayer Commission

Committees

<i>31 Club</i>		
<i>Flame of Love Rosary Group</i>		
<i>Immaculate Heart of Mary Rosary Group</i>		
<i>Marian Mantle Rosary Group</i>		
<i>Novena for the Deceased</i>		
<i>Our Lady of Medjugorje Prayer Group</i>		
<i>Parish Prayer</i>		

<i>Committee</i>		
<i>Perpetual Adoration</i>		
<i>Prayer Chain - Morning</i>		
<i>Prayer Chain - Evening</i>		
<i>Prayer Chain - Email</i>		
<i>Religious Vocations Committee</i>		
<i>Shekinah</i>		
<i>Thursday Morning Rosary Group</i>		
<i>St. Francis Pet Blessing</i>		
<i>Vietnamese Prayer Group</i>		
<i>Write to a Seminarian / Religious Life Vocation</i>		

Respect Life & Social Justice Commission

<i>Compassion without Borders</i>		
<i>Respect Life Committee</i>	<p>The Respect Life Committee wrapped up this year's Diaper Drive. Diapers and baby wipes donated will be divided between Birthline and A Better Choice. Respect Life Week for the school was the first week of October. Our committee also put up a bulletin board featuring the theme "St. Joseph, defender of life, pray for us."</p> <p>We will join the Immaculate Heart of Mary Rosary Group for a pro-life rosary on Tuesday, Oct. 26 at 7 p.m.</p> <p>Work has begun on this year's Joy of Advent Giving Trees. The eight agencies receiving donations will be contacted this month for their needs list.</p> <p>Carrie McElhiney is our new coordinator for the group. Yes, we would like a table at the Stewardship Fair.</p> <p>We are looking to work with this group to promote the</p>	

	Value Them Both amendment.	
<i>Society of St. Vincent DePaul</i>	I would like a table on the 7th, not the 10th. If possible, a large table and I will have both SVDP and Perpetual Adoration at the same place.	
<i>St. Anthony Family Shelter Meals</i>		
<i>The Lord's Diner</i>	Lord's Diner would like to have a table at the Stewardship Fair.	
<i>Voter Registration</i>	Don't think I need a table as I have always had plenty of volunteers each time.	

Social Activities Commission

<i>Adult Basketball</i>		
<i>Adult Volleyball and Pickleball</i>		
<i>Family Fun Night</i>		
<i>Mary and Martha Guild</i> Event receptions Wedding receptions		
<i>Mardi Gras Day Dance</i>		
<i>Parish Picnic</i>		
<i>Square Dance Club</i>		
<i>Women's Bowling</i>		

Youth Formation Commission

<i>Boy Scout Troop 762</i>		
<i>Church School – Life, Light, and Love</i>		
<i>Catechesis of the Good Shepherd</i>		
<i>Cub Scout Pack 762</i>		
<i>Home School</i>		
<i>Knights of St. Hubert</i>		
<i>Little Flowers</i>		
<i>St. Theresa Girls Club</i>		

<i>Sunday School Pre-school</i>		
<i>Totus Tuus</i>		

Director Theresa Herman

<i>Parish School of Religion</i>		
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Director Emily Savage

<i>Catholic Youth Ministry (CYM)</i>		
<i>Confirmation Preparation</i>	Confirmation Mass will be on Sunday, November 14 at 2:30pm. Right now, we have reached out to 93 students but not yet clear how many kiddos we will actually have.	Emily Savage announced that there were approximately 92 students that will be confirmed. She added that the upcoming retreat was planned for the next day and should be a huge success. She stated that she did not need help at this time, but would love to have prayers between now and confirmation.
<i>Junior Catholic Youth Ministry (JCYM)</i>		
<i>Steubenville Youth Conference</i>		

Liturgical Life Commission (Heather Gregg)

<i>Altar Servers</i> Master Servers Master of Ceremonies	We had a Master Server training for new & existing Master Servers. 5 new Master Servers were added to the roster. We will have a 2nd Master Server training for new & existing Master Servers and will add 1 additional Master Server to the roster after that.	Added newly trained 7th grade Servers. Will be having a Server Covid Appreciation party for those Servers who helped us throughout the pandemic. Penciled in on the calendar to train 6th grade Altar Servers.
<i>Elijah Cup</i>	Elijah Cup started back up in May, volunteer lists have been sent to the volunteers and to the church office for publication in the bulletin.	Elijah cup lists have been sent to the volunteers and to the church office for the bulletin. Thank you, many blessings during this Advent season.
<i>Extraordinary Ministers of Holy Communion</i>		EMHCs, whose Commission expires on 12/31 of this year, have been contacted to complete re-certification training by the end of the year. Emily is coming up with a proposed list of youth to be trained as EMHCs. List will be reviewed & individually approved by Father Jarrod.

<i>Lectors</i>	<p>57 of 178 Lectors have returned. We added 5:30 Lectors back in along with the weekend Lectors.</p> <p>We successfully transitioned one of our 9th grade girls, who was an active Altar Server but who can no longer serve, to a Lector keeping her involved in a ministry.</p>	<p>Added a handful of Lectors to our Roster, some returning & some new. Emily Riggs does personal training for these parishioners as they come forward.</p>
<i>Liturgical Vestments and Fabrics</i>	<p>Making more Corporals and Purificators. Laundered main altar cloth. Making new missalette covers. Placed hold on trimming Chasubles with lace. Making new Altar cloth for CGS. Hope the new main altar cloths are working out fine.</p>	<p>Made new Purificators, Corporals and Hand towels</p>
<i>Liturgy of the Hours</i>		
<i>Offertory Gifts</i>	<p>Offertory Gifts at weekend Masses will resume the 1st weekend of December.</p>	
<i>Parish Prayer Box</i>		
<i>Pre-Mass Rosary Leader</i>		<p>Hopefully get new members through the stewardship forms.</p>
<i>Sacristans</i>	<p>We have added one additional Sacristan, to take the place of a High School graduate, and are in the process of training 2 more.</p>	<p>First weekend of December we return to bringing down the Offertory gifts. Sacristans were notified to plan for that re-implementation.</p> <p>Trained a new 10:00 Sacristan to replace one who left for college. Added a 11:30 Sacristan to rotate & cover sub needs. Finally filled the 8:00 a.m. Thursday morning Sacristan opening.</p> <p>Could the sacristan instructions be reviewed, the last edits were made pre-COVID?</p>

Director Rev. C. Jarrod Lies

<i>Extraordinary Form Masses</i>	<p>Oct 4th Mass was beautiful with about 250 people in attendance.</p>	
<i>Healing Masses and Services</i>		
<i>Liturgical Calendar</i>		

Director Sr. Stephanie

<i>Choirs</i>		
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<i>Organ Lessons</i>		
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SCHOOL COUNCIL

<i>MEMBERS</i>	<p>Liz Woydziak (chair) Bernadette Walters (vice chair) Kristen Hauserman (secretary) Chad Cox Carissa Palacios-Domebo Matt Voegeli/Elizabeth Voegeli Ramon Reynaga Chrissy Engel Mary Carter Fey Barles</p> <p>Ad hoc: Billy Lubbers</p>	<p><u>Members in attendance:</u></p> <p>Bernadette Walters (vice chair) Carissa Palacios-Domebo Matt Voegeli Elizabeth Voegeli Chrissy Engel Fey Barles Mary Carter</p>
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General Discussion

<i>New Members</i>	Is growth anticipated, or are we at a stable number? 3 or 4 members will rotate off this year.	Growth is anticipated; we need to invite new members earlier; we will use new stewardship lists
<i>Home Visit Volunteers</i>	Mary Carter	
<i>Pastoral Address</i>	Trifold to be reused, print out volunteer opportunities? Two events – How many council members at each event? Attendance on computers again? Another system would be more efficient.	Good turn-out; reminders sent for Wednesday’s meeting- Thank you for helping with sign-in
<i>Alumni Outreach</i>	Carissa Palacios-Domebo Liz will check with Alexa on progress or needs.	NEON CRM software- Day of Giving postcards ordered for Feb. 1 st 24 hour event of fund raising;
<i>Principal’s Report</i>		
<i>School Anniversary</i>	Dueling Pianos April 2 Confirmed Date. Next Steps? Any notable in our alumni ranks?	

Tasks

<i>Strategic Plan</i>	Considering adding Advancement Goals under Communication Goals	Update on Facilities—Cana Hall and Kitchen roof starting Nov. 17th
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Committees

<i>Academics/Enrollment</i>	<p>Pray and Play has been successful. The suggestion to give older kids extra credit/jeans day or to even earn a school wide jeans day to solidify their leadership roles in the school.</p> <p>Next year- add clubs and stewardship opportunities?</p> <p>Playground balls were a huge hit!</p> <p>Fun Night – plans underway, wine and bourbon pulls, silent auction, games spread out, no costume contest, Haunted hallway is back.</p>	<p>December- Christmas Party; January personal time for meeting with Fr. Jarrod—Jan.19th or 26th;</p> <p>COVID Updates—today ended mask mandates for several grade levels;20 classrooms not in masks; no new cases this week will eliminate all masks on Monday; antigen testing successful in keeping kids in schools; median is 10 students testing per day; 53 highest count;</p> <p>WSU Molecular Lab-looses funding Nov. 20th but schools are funded differently and testing will continue, however, process of the test could go to State testing lab in Salina, which will take more time to process; 144 tests processed through WSU plus Dandurand those sent directly to lab. Pray for support in our efforts in keeping kids in school.</p> <p>Confirmation on Sunday- retreat on Friday Book Fair next week We need to promote Formed.org in Flash</p>
<i>Catholicity</i>	Janet Eaton will attend our next meeting.	Janet will not reschedule her visit with our Council
<i>Communications</i>	Discussed Book distributed at the last meeting. Members found it insightful.	Give our Admission and Enrollment Form to Communication Council for New Membership Packets
<i>Facilities</i>	Parish Workday will benefit school grounds, especially the bushes and benches in the high traffic areas.	
<i>Technology</i>	No updates at this time.	E-Rate Funding—200 Chromebooks,100 hotspots; 40 iPads

STEWARDSHIP COUNCIL

<i>MEMBERS</i>	<p>Winston and Sally Kenton, Sandi Baalman, Steve and Julia Herman, Vince and Misty Vopat, Stan and Christina Bluml, Dan and Lori Hamel, Jerrod and Alison Schuster, Vicki Keller</p>	Members in attendance:
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General Discussion

	<p>Renewal Checklist</p> <ul style="list-style-type: none"> • Parish Dinner – all SC members need to attend and serve as greeters – be there at 5 p.m. • Pastoral Address – Pat Burns shared his thoughts about the address and offered to talk with Father Jarrod for any other direction he may want to give. Christina to send brief outline of the address to all. • Ministry Fair – letter from Steve has been sent, tables are reserved. Ministry leaders should be contacted to remind them about either having a table or help staff. Stewardship Council will have a table and will help staff and parishioners can drop off their Stewardship forms at the table. Stewardship form drop boxes will be updated. (Forms will be mailed by October 28). 	<p>No Minutes Received from the Stewardship Council</p>
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Task Reports

<p><i>Dates/Actions</i></p>	<p>DATES TO REMEMBER – Set dates on everyone’s calendar:</p> <ul style="list-style-type: none"> • Pastoral Address and Ministry Fair – November 6 & 10 • Lay witness talks – November 13-14 • Commitment Weekend – November 20-21 • NEW! Stewardship Council Potluck/Renewal Postcards – November 23 • NEW! Ministry Leader Breakfast – hand out lists from renewal forms – January 15 	
<p><i>Lay Witness Talks</i></p>	<p>November 13-14</p> <p>Lay witness talks – the following were discussed:</p> <p>YES -Jeremy & Melissa Lezinak YES -Dan & Lori Hamel YES – Ryan and Megan Deichtler</p>	

	YES - Michael Bitting YES - Dan & Samantha Berry - YES - Noah & Amber Kluge - YES - Anthony & Tori Seiler –	
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Formation Commission

<i>Parish Group Presentations</i>		
<i>Communications</i>	2021 Renewal Communication Plan <ul style="list-style-type: none"> • Council members reviewed the Stewardship Form and gave initial edits/comments. Any other edits/comments can be sent to Sandi. • Put our snippets into “use” through various parish media (bulletin, Vernacular, website, social media, renewal packet). 	
<i>Baptismal Preparation</i>		
<i>Marriage Preparation</i>		
<i>New Parishioners</i>		

Liturgical Hospitality Commission

<i>Greeters</i>		
<i>Ushers</i>		
<i>Welcoming and Hospitality</i>	A Ministry Leader Breakfast will be held on January 15 th . And a welcome Breakfast for New Parishioners has been scheduled for January 16 th at 10:00 am in Clare Hall.	

Renewal Commission

<i>Fair</i>		
<i>Parish Dinner</i>		
<i>Renewal Package</i>		
<i>Testimonials (Lay Witness)</i>		

ADDENDUMS

None.