**Pastoral Council Meeting Minutes**

**January 2024**

The meeting was called to order at 7:05

The Opening Prayer was led by Father Chuck

**Members Present:**

Fr. Chuck, Deacon John, Deacon Jerry, Deacon Mike, Rick Heiland, Terri Horrigan, Olusola Falodun, Robyn Jacobs, Doug Koch, Gloria Murray, Cris Upperman, Mic Griben, Steve Browning

**Members Absent:** None

**Minutes**

 A motion to approve the December minutes was made by Gloria and seconded by Mic. It was approved unanimously.

**Communications**

There were no communications relating to the Pastoral Council.

**Pastor’s Report**

* Father commented that the Christmas Masses were beautiful and had great attendance. The transition on Sunday, December 24th from the 4th Sunday in Advent to Christmas Eve was seamless thanks to our many volunteers!
* Our parish is in the early planning stages for Lent/ Easter. Ash Wednesday is early this year, February 14th and Easter is March 31st.
* Father Chuck updated the Council on the Archdiocese Chapter 11 bankruptcy. The deadline for claims to be filed is May 31, 2024. St. Peter’s invoice for the bankruptcy retainer will be $2,500 and will be paid.

**Education Committee –** Presented by Terri Horrigan

Elementary Religious Education **–** Stacy Wright.

* Our Advent event, “Night in Bethlehem” was successful, and the children had a wonderful time! Approximately ninety children attended this event.
* Faith formation will start back up January 7th.
* Our First Communion parents will have their next parent meeting in February and First Holy Communion will take place on the last Saturday in April.

Youth Ministry – Kevin Parker

Nothing to Report

Adult Education – Carolyn Nolan

* The adult class “What We Believe” concluded on December 13th.
* A new adult formation class on Heroic Virtue will begin January 17th and will run for 20 weeks.
* Carolyn is working on a marriage enrichment opportunity in early 2024.
* The senior group, “Ageless Ventures” continues to meet monthly for spiritual, social, and relevant opportunities for seniors.

**Finance Committee** – Presented by Mic Griben

There was nothing to report

**Health and Safety** **Committee-** Presented By Rick Heiland

* Committee met December 19, 2023
* The committee discussed parking issues. People are parking on the entrance side of North Street, which has the potential to impede the travel of emergency response vehicles in the event of an emergency. The H & S committee recommends putting a reminder in the bulletin/flocknotes to remind parishioners of appropriate parking.
* Additional safety items have been added for the “Road Crossing Ministry,” such as a stop sign with rechargeable flashing LED lights, beacon lights, and reflective safety markers.
* Deacon Mike is to aid with updating St. Peter’s security system.
* The next H & S Committee meeting is Feb 27th.

**Liturgy Committee –** Presented by Gloria Murray

* The Christmas Concert was a tremendous success and had a great attendance.
* St. Peter’s Lay Ministry Retreat is scheduled for January 27th from 9AM to 12:00PM. The topic this year will be “The Sacraments.” The retreat will begin promptly after the 8:00AM Mass. All volunteers are encouraged to attend.
* Next meeting is set for Monday, January 8th.

**Maintenance Committee** – Presented by Doug Koch

Nothing to report

**Social Concerns Committee** – Presented by Robyn Jacobs

* The Giving Tree Program hosted sixteen families this Christmas. Gifts were given out on Friday, December 22nd.
* Additionally, 59 Christmas meals were distributed on December 22nd. This is a record number of meals distributed thus far.
* It was suggested that Vickie Garcia be publicly thanked for all her hard work and dedication to the success of the Food Pantry and the Holiday Meal Program. A “thank you” will be written and appear in the bulletin or flocknotes.

**Vocations Committee**

* Christmas Care Packages were sent out to Seminarians/missionaries on December 5, 2023.

**Old Business**

* Evangelization Committee – Under review to revamp this committee and set a representative for the council. Father will be meeting with the Deacons to discuss this action. Possibly change the name to “Welcome Home Committee”
* The web page with regards to the Pastoral Council is up-to-date and will be updated again when the council is complete.
* Robyn presented ideas to enhance our bulletin including a bulletin submission form to submit bulletins, which she saw on the St. Michael’s website. She gave Fr. Chuck the submission form to view, and he will talk with the staff about implementing this at St. Peter’s. (This item was not discussed and should be revisited at the next meeting.)
* Time and Talent Update – There was discussion to continue to update and monitor the Time and Talent form in the church narthex. Gloria Murray is responsible for updating the Time and Talent form as requested. Theresa Disipio has a copy of the original text (Word Doc) in case of Gloria’s absence. The office continues to provide copies for the Narthex. A copy will be placed in Flocknotes and the bulletin throughout the year.
* Discussed a process to welcome guests and new families. We had a welcome packet, but it is not presently displayed in the church. An effort will be made to try and locate this packet. If it is not found, a subcommittee will be appointed to reinstate one. Father said he wanted to give this more thought. We will continue to discuss this topic.

**New Business**

Welcome packet – The printing of the Welcome Packet was discussed, and it was brought up that the printed packet goes out of date very quickly, and that it is expensive to continue to print updated packets. A possible solution is to make the welcome packet available via a pdf and the members can print what they need. A minimal number of printed packets can be available for those who do not have access to a computer. Staff will explore this further.

**Adjournment**

Mic made a motion to adjourn the meeting, seconded by Steve, and passed unanimously.

The meeting adjourned at 7:45 PM.

The next Pastoral Council meeting is scheduled for February 5th at 7 PM in the Birch Library.

 Dcn. Jerry led the closing prayer.

Approved by the Council at its February meeting.

Respectfully submitted,

Teresa Horrigan,

Secretary