**Pastoral Council Meeting Minutes**

**December 2023**

The meeting was called to order at 7:00

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,

**Members Absent:** Steve Browning,

**Minutes**

A motion to approve the November minutes was made by Gloria Murray and seconded by Doug Koch. It was approved unanimously.

**Communications**

There were no communications relating to the Pastoral Council.

**Pastor’s Report**

* CITC – The preliminary profit made from Christmas in the Country was $24,600.
* The parish is busy getting ready for all the upcoming Christmas activities.
* Neighbor, Mr. Wilson who was interested in purchasing our land that is adjacent to his property (on North Street) has declined our price. The property was appraised for approximately $60,000.

**Bicentennial Committee –** Presented by Gloria Murray

* There are still Christmas ornaments available for sale and they will be sold at all Sunday Masses up until Christmas Eve.
* The Bicentennial email will be deactivated, and an automated message will show for a few months; after which the parish office will handle all bicentennial correspondence.

**Education Committee –** Presented by Terri Horrigan

Elementary Religious Education **–** Stacy Wright.

* Night in Bethlehem, Advent Adventure is on Dec. 9th and 90 children signed up for this event.
* The children have started The Jesse Tree, and they are participating in the Knights of Columbus’ “Keep Christ in Christmas” poster contest again this year.

Youth Ministry – Kevin Parker

* Nation Catholic Youth Conference was November 16-19 and 8 teens, Fr Chuck, Kevin Parker, and Catherine Gaudlip attended. The weekend was very fun and impactful for all who attended.
* Confirmation Prep meetings will be held in December for candidates and parents. Confirmation Pre classes start in mid-January.
* One of our ANCHOR/EDGE parents, Mary Kirby, is leading the planning and preparation for our Live Nativity, which happens on December 17th after the Christmas concert.

Adult Education – Carolyn Nolan

* Church Chat has concluded for 2023.  A new Church Chat series will begin during Lent 2024
* Concluding adult class on *What We Believe* on December 13
* A final survey of the new section of the cemetery is underway.

**Finance Committee**

There was nothing to report

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

* H & S is continuing to work on the Road Crossing Ministry to keep the parish safe as they cross the street before and after Mass.
* The Church Door project is underway but moving at a slow pace as the doors are custom.
* Deacon Mike has been asked to help with our security project.
* Next meeting is December 19th.

**Liturgy Committee –** Presented by Gloria Murray

* December 8th – Solemnity of the Immaculate Conception. Mass will be at 8 AM and 7 PM.
* Preparations are being made for our Christmas Liturgy. This year is particularly challenging as Christmas Eve is on Sunday and the church will not be completely decorated for Christmas until after 11 O’clock Mass.
* Next meeting is January 8th.

**Maintenance Committee –** Presented by Doug Koch

* There was a time and talent meeting on November 27th
* Although no official plans were set from the meeting, it was very prosperous. Doug is excited to have volunteers helping in this ministry.
* No date for the next meeting.

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

Last meeting was November 16, 2023

* The last meeting was November 16th.
* Coat Campaign: There were 625 coats that were distributed to students in need in Frederick County. Funds collected were down this year.
* Giving Tree: The Christmas giving tree is displayed and people are signing up to purchase gifts. There are 17 families we are helping this year with a total of 430 items to be purchased.
* Deacon Jerry has asked the social committee to brainstorm how the parish might help environmental efforts considering Pope Francis’ second encyclical on the environment. One item mentioned is recycling on the parish campus. Father Chuck requested Deacon Jerry to gather more information pricing and pertinent information and report back to the pastoral council.
* Thrift Shop: John Ferrera updated the Committee via email on the Thrift Shop. The first quarter of 2023 showed marked improvement over last year’s revenue.   This provides John with the ability to make a forecast for the year-end 2023. He projected a Fiscal 2023 YTD of $75,000. The year ending 2022, we had a gross revenue of $51,600.  As of the end of October 2023, we were at $65,500.  The last two months’ projections based on his review should add an additional $14,000, bringing the total to $79,500.   This exceeded earlier projections.   The official spreadsheet will be forwarded to the committee in early January once the final figures are collected.
* Next meeting is scheduled for January 18th.

Vocations Committee –

* Dcn. Mike Misulia will be ordained in June and his first Mass will be at St. Peter’s.
* Seminarian, Sam Hufer will be staying St. Peter’s from December 15th -31st and will be helping at all Masses.

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 moving this action forward.

New Business

* 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. Michaels website. She gave Fr. Chuck the submission form to view, and he will talk with the staff about implementing this at St. Peter’s.
* 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, and it was discussed that Theresa Disipio has a copy of the original text (Word Doc) in case of Gloria’s departure/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 isn’t presently displayed in the church. An effort will be made to try and locate this packet. If it isn’t found, a subcommittee will be designated to reinstate one. Father said he wanted to give this more thought. We will continue to discuss this topic.

**Adjournmen**t

Doug made a motion to adjourn the meeting, seconded by Mick, and passed unanimously.

The meeting adjourned at 8:00 PM. The next Pastoral Council meeting is scheduled for January 2nd at 7 PM in the Birch Library.

Dcn. John led the closing prayer.

Approved by the Council at its January meeting.

Respectfully submitted,

Teresa Horrigan,

Secretary