

**PASTORAL STEWARDSHIP COUNCIL**  
**Minutes for the PSC Meeting on December 13, 2006**  
**7:00 PM at Our Lady of the Rosary Church**

**COUNCIL MEMBERS**

**Present:** Fr. George Arahna (Pastor), Susan Adams (SAG Site Committee) Helen Baumann (STA Site Committee), Laura Chiu (OLR Site Committee), Tom Jaworowski (Human Concerns Committee), Jerry Lucha (Catechetical Board), Rob Manfrey (Youth Ministry Board), (Micky Martin (Liturgy Board), Gerard McGuire (Adult Spiritual Development), Bud McKenna (Facilities Committee), Fr. Tony Medina (Parochial Vicar), Joe Passarello (Finance Committee), Marguerite Purcell (Community Life Board), Jesse Ruezga (Hispanic Leadership Team), Mary Sullivan (Communications Committee), Chuck Tully (Parish Administrator)

**Absent:** None

**Guests:** Walt Lundin,???

**MEETING HIGHLIGHTS**

Twelve parishioners have met at OLR and formed a Catechetical Board. Jerry Lucha is the representative of the Catechetical Board to the Pastoral Stewardship Council.

The representatives of the Liturgy Board, the OLR Site Committee, and the STA Site Committee provided oral reports on the activities and accomplishments of their ministries that have occurred during the past several months. Written reports were submitted by these representatives and are provided as attachments to these minutes.

Fr. George explained the basics of the Capital Campaign, whose goal is to raise \$1,255,000 by STA Parish for the churches, schools, Catholic Charities, etc. of the San Jose Diocese. He announced that this months Burning Bush session entitled, 'Why Be Catholic Today?' will be held on Sunday, December 17th. Fr. George noted that a Liturgy Coordinator is needed and the search for an individual to fill this post continues. There is need for a procedure to be followed whenever second collections at Masses are proposed.

The By-Laws of the Pastoral Stewardship Council have been reviewed by a committee and a few revisions are under consideration. The Mission Statement for STA Parish has been written and its contents have been evaluated by the PSC.

**Prologue**

The meeting was called to order by Bud McKenna at 7:05 p.m. Joe offered the opening prayer. The proposed agenda was approved. Joe volunteered to prepare the opening prayer for the January meeting. The minutes of the November 8th meeting were approved after it was noted that the request for a logo was intended for the STA Parish and not for the 'Burning Bush' sessions as originally stated in the (draft) minutes.

**Comments from the Council and the Floor**

Tom stated that the bilingual Mass celebrated by Fr. Tony on Thanksgiving Day at OLR was well attended, and a festive hospitality session followed. This was a successful event in which both the Hispanic and Anglo Communities participated. He also mentioned the colorful and lively Aztec Dancers and the informative play which took place at the Sunday noon Mass at OLR on December 10th, commemorating the Feast day of Our Lady of Guadalupe. Most attendees stayed for the delicious lunch which was served after Mass.

Someone announced the meeting for the entire SJ Diocese concerned with Pandemics. Fr. Hester will attend with about 12 people from OLR and STA.

**MINISTRY REPORTS**

The Ministry Reports began at this point in the meeting around 7:22 p.m., bypassing the Pastor's Report, which will follow. Three written reports were submitted along with the oral reports.

**Liturgy Board**

Micky informed the PSC that four candidates are being considered for the post of Liturgy Coordinator. She

reported on the ways that the members of the Liturgy Board have taken on various tasks in the absence of a Liturgy Coordinator, especially during the summer season when fewer members were in the area and also during the Advent season in preparation for Christmas. The inclusion of the Children's Liturgy of the Word for the 9:00 a.m. Mass at SAG and the 10:30 Mass at OLR under the responsibility of the Director of Religious Education was approved by Fr. George.

### **OLR Site Committee**

Laura presented the oral report for the OLR Site Committee. She described the activities that took place to celebrate the Feastdays of Our Lady of the Rosary (October 8th) and also Our Lady of Guadalupe (December 10th). The very special Crèche from OLR was loaned to the Mormon church, and it was displayed at the entry way to their annual exhibit.

### **STA Site Committee**

Helen summarized the accomplishments and the efforts at the STA Church site during the past five months. The downstairs unit of the Homer House duplex was remodeled and rented in July. The remodeling of the upstairs unit was completed in the fall, and the parish is actively seeking tenants for this apartment. Efforts to repair and upgrade the Homer House garage are continuing to enable its use as a gathering place for the STA Sunday Mass Communities. Because the Time and Talent Faire generated only one volunteer for this Committee, other methods are being planned to recruit new members from the four Sunday Mass Communities. A survey of these communities will take place in January to determine what interests and activities might motivate attendees of these Masses to contribute their talents for STA Site matters.

The written reports for the Liturgy Board, the OLR Site, and the STA Site are included in these minutes as Attachments 1, 2, and 3 respectively. These written reports provide detailed information about these three ministries.

### **Catechetical Board Formation**

Twelve people were present when a meeting was held at OLR to reactivate the Catechetical Board. Jerry Lucha was designated as the Catechetical Board's representative to the Pastoral Stewardship Council. Jerry was present at the meeting tonight and was introduced to those in attendance. Jerry informed the PSC that the Catechetical Board will meet once a month on a Sunday morning at OLR during the religious education class for youth.

### **PASTOR'S REPORT**

Fr. George discussed the Capital Campaign whose goal for the STA parish is \$1,255,000. The silent phase of this campaign was conducted last month when 13 families were contacted. A new phase of the Capital Campaign will be starting soon with public announcements to the parishioners and a division of the parish into 12 blocks for solicitations of contributions to churches, schools, Catholic Charities, etc. The contributions can be earmarked for specific uses. The Capital Campaign is scheduled to end in March, and no ADA Campaign will be launched this year.

The next *Burning Bush* session will be held at SAG on Sunday, December 17<sup>th</sup> at SAG. The topic this month will be, "Why Be Catholic Today"

The Parish Patron Party for St. Elizabeth Ann Seton, the patron of our school, will be held on January 6th at SAG. The children of the school will present a skit telling the story of St. Elizabeth Seton during the 5:00 p.m. evening Mass there. All parishioners are invited to come and celebrate the feast of St. Elizabeth on this date.

The search for a Liturgy Coordinator continues. The absence of someone performing the duties of this position has lessened the uniformity of the liturgies at the three Mass sites. Alternates for sacristans, prayer leaders, announcers, and musicians are also needed by the parish.

Fr. George expressed concern about people coming to him and asking for a second collection for some worthy cause. He said there needs to be guidelines for this situation. For example, is this second collection suggested by the diocese? Laura thought that the first criteria and reason for this type of collection should come

from the ministries. Fr. Tony agreed that the ministries should be the first point of contact and that the amount obtained by this second collection should be reported to the parish.

### **Old Business**

#### **PSC Reports and Organization**

Mary emphasized that the monthly calendar inserted into the bulletin should focus on the activities, especially meetings, of the ministries. The bulletin provides Mass schedule information for anyone interested. She also distributed the procedures to be followed in preparing the reports by the ministries and also for publication of these reports to the parish community.

Helen reminded the members of the PSC that the change in ministry representatives occurs every year for seven of the ministries; therefore, one half of the members will be replaced by new representatives this coming June and the other half in June of 2008.

#### **By-Laws**

The By-Laws of the Pastoral Stewardship Council have been reviewed. Some minor revisions have been proposed for acceptance by the PSC.

#### **Mission Statement for the Parish**

A Mission Statement has been created by a special committee consisting of Susan, Helen, Micky, and Marguerite. The text of this statement appears below:

The mission of St. Thomas Aquinas parish is to be a community of disciples, on a journey of faith, living the Gospel message as listeners, learners, and leaders.

A lively and prolonged discussion ensued over the wording of this statement. Rob suggested that the word 'Catholic' be inserted between 'Aquinas' and 'parish'. Fr. George thought that 'disciples' should be identified by the word 'Jesus' or 'Christ'. Mary objected to the word 'leaders' because she felt not everyone wished to lead. Bud felt that evangelization occurs first and foremost within the ministries. (And so forth) As time for adjournment neared, final decision on the Mission Statement was postponed until the next PSC meeting.

#### **Closure**

The next meeting will be held at OLR on Wednesday, January 10, 2007 at 7:00 p.m. The meeting was adjourned at 9:10 p.m.

#### **ACTION ITEMS**

1. The SAG Site Committee, the Facilities Committee, and the Finance Committee are scheduled to present their oral and written reports in January.
2. The Parish Mission Statement will be reviewed and updated.
3. The PSC By-Laws will be reviewed and updated.

#### **ATTACHMENTS**

1. Liturgy Board Report
2. OLR Site Committee Report
3. STA Site Committee Report

Since our last report to this council, the happenings at the OLR site include:

- a. Feast Day** -- we had a special Mass on Oct 8, with a rosary exhibit, special liturgy and music pertaining to Mary, as well as Fr. George describing for the parishioners the special designs of our “Rosary Stained Glass Windows”. We also had a specially organized hospitality session after both the Hispanic and English masses with treats from both cultures.
- b. Thanksgiving** – we had a bilingual mass which was very well attended and once again, we had joint hospitality for both groups of parishioners to mingle and socialize together.
- c. Food Drive** – very successful, 5 tons (?) was reported collected, sorted and stored away, with help from members of the youth group. Collection by the International School of the Peninsula was also shared with the church.
- d. Advent** – we had a committee meeting early Nov to formulate plans for the Advent and Christmas seasons and preparation is on going, with special efforts from the environment team, what with getting the Christmas tree, enough greens to decorate the whole church etc.
- e. Giving Tree** – set up and with lots of gift tags to be claimed
- f. Feast of The Lady of Guadalupe** – just last Sunday, with procession, dances, drums, drama and a special bilingual mass, followed with a lunch reception. Very successful.
- g. Crèche** – our very special Crèche scene was once again loaned to the Mormon church for their annual exhibit. This year it was featured near the entry way and was very nicely displayed.

**Finally**, just want to brag about one fact: one of the newcomer family has fully integrated into our community – within weeks of joining us, the teenaged son is volunteering as a reader, the mom and grandmother already helped with packing, delivering, unpacking the crèche scene figurines, with a promise to help decorate the site for Christmas!!!!