

PASTORAL STEWARDSHIP COUNCIL

Minutes for the PSC Meeting on April 9th 2008 7:00 PM St Albert the Great Hall

COUNCIL MEMBERS Present:

Bud McKenna (Facilities)	Rick Barry (Finance Committee)
Susan Adams (SAG Site)	Gerard McGuire (Adult Spiritual Development)
Helen Baumann (STA site)	Jeanne Ramos (Community Life)
Laura Chiu (OLR Site)	Nichole Khan (Communications)
Mary Clifford (Substitute for Youth Ministry)	Micky Martin (Liturgy)
Juanita Marquez (Hispanic Leadership Team)	Ruth Chippendale (temp. rep for human Concerns)

Absent: Fr. George Aranha (Pastor), Fr. Tony Medina (Parochial Vicar), Jerry Lucha (Catechetical Board), Chuck Tully (Business Manager)

Guests: Marguerite Purcell, Lorraine Dabney, Kathleen Hart

PROLOGUE

The meeting was called to order at 7:08pm. There was a small agenda change in regards to the opening prayer. In place of Faith Sharing, the council opened with Our Father prayer. Ruth Chippendale will lead faith sharing for the May PSC meeting. After the prayer, the agenda was looked over, and amended with the following changes: In lieu of a pastor, presented by the parochial vicar, the council would read the report, provided by both Father George and Father Tony. The motion was placed on the floor, and passed. The minutes were then looked over briefly, and with a minor change, approved. The consensus of the council is that early distribution of the council minutes provides timely feedback back to the ministries and sites.

New PSC Representatives

Bud referred back to the PSC representative matrix. Each council member was asked if they were to stay on the council, or if they were to have a replacement. The response was the following:

- Human Concerns (Ruth Chippendale): Ruth will stay until a replacement can take the seat.
- Youth Ministry (Mary Beth Lefebre): Mary Clifford will be the new PSC rep, and is present for Mary Beth tonight.
- Liturgy (Micky Martin): Kaye Williams will be the new PSC rep.
- STA Site (Helen Bauman): Lorraine Dabney will be the new PSC rep.
- SAG site (Susan Adams): Kathleen Hart will be the new PSC rep.
- Community Life (Jeanne Ramos): No change.
- Adult Spirituality (Gerard McGuire): No change.
- OLR site (Laura Chiu): No change.
- Community Life (Nichole Khan): No change.
- Facilities (Bud McKenna): No change.
- Finance (Rick Barry): No change.
- Hispanic Leadership (Juanita Marquez): No change.

- Catechetical Board (Jerry Lucha): Not present

A warm welcome to Mary Clifford, Kaye Williams, Lorrain Dabney, and Kathleen Hart! The matrix that Bud handed out also reflects the name of the Chair for each ministry/site. Upon confirming the names, the following changes were noted: Vicky Howard and Karen Recinto will be co-chairs for the Youth Ministry. Chris Lundin has been the Chairman for the Communications Committee.

Comments from PSC Members and/or other Guests

Parish Layette Drive Ruth announced that the Youth (8th grade confirmation class) will be helping to support the Parish Layette Drive.

St. Vincent de Paul Micky announced that the 175th anniversary of St. Vincent de Paul is coming up, and there will be more publicity about this event. Although the date is not immediately known, it will be posted with the final minutes.

PASTOR AND PAROCHIAL VICAR- WRITTEN REPORT

Parochial Vicar

Father Tony expresses his regret that he could not attend the meeting tonight, due to a teaching engagement. Now that he is back from vacation, he is happy to share his experiences with the council. Further, Father Tony lets the council know that he has been assigned to be Pastor at St. Martin in Sunnyvale, CA, and he thanks the parishioners of St. Thomas Aquinas for their support as he makes a new and exciting transition.

PASTOR REPORT

ADA Update- Father George did not include an ADA update in his written report. Bud will talk to Chuck to request an update.

Changes in sacred spaces- Father George gave the council a written report about liturgical changes, keeping in mind the criteria to follow by the Art & Environment committee. Once a site has an idea for a change in sacred space, the idea may be presented to the liturgy board. Once the idea is approved by the liturgy board, then the site may be presented to the Pastoral Stewardship Council, with additional proposals for funding plans, if needed. Once the council approves, the changes must be presented to the Art and Environment Committee for approval by the bishop.

Bud stated that he had the opportunity to listen to Chris Bennett speak about sacred space changes. The concern for the Art and Environment committee is that parishes make changes in sacred spaces that compete with the liturgy, rather than enhance it. Susan added that sacred spaces do include the church, entrances and devotional areas. The question was raised, why it is that the Liturgy board must be contacted to initiate a change in a parish site? The response is that Father George attends the Liturgy meetings, and the Pastor is the first person to speak to about any changes. In addition, all changes, in one form or another, affect liturgy.

Father Tony and Father Jeronimo Gutierrez- Father Tony has been appointed Pastor of St. Martin, Sunnyvale. St. Thomas Aquinas Parish welcomes Father Jeronimo Gutierrez. Father Gutierrez joins the parish from Sacred Heart in San Jose.

Burning Bush- The date for Burning Bush is April 20th. The topic is Angels, and there will be an Angel's exhibit, as well as testimonials. Parishioners are still encouraged to bring their Angels to place on exhibit display.

Eucharistic Ministers Training- There is concern from STA site, that there is not enough awareness with regard to the training dates. There was a short discussion for the best way to publicize the need for volunteers as well as training dates and locations. One of the ideas suggested was to ask the Communications committee for support, to alleviate some of the work from Nora Lundin. There were no decisions made at this time.

MINISTRY REPORTS

OLR SITE

The Committee meets a 4-5 times a year for change of church seasons and for evaluation of liturgies.

The site committee was quite busy due to early Easter. The food drive this year went well with the youth group in charge, though not quite as much food was collected as the previous year. Thanksgiving Mass was bilingual as in previous year, and the Youth Group was again a great help with the collection and distribution of gifts during Christmas. The Mardi Gras event was new, and great fun for those who participated. The Layette collection will be announced next Sunday (4/13) and will start the Sunday after (April 20th), to end on Mother's Day.

Laura did have a question raised with regards to the form in which parishioners' data is archived, and more specifically, children's baptismal records, when they received their sacraments outside the parish. Laura will follow-up, and let the council know who the best contact person is at the parish.

OLR has implemented the use of small baskets that are passed down the aisles for the collections, and there was a suggestion that women and youth, rather than just older men, be invited to help with collections. Another request is for the priests to give the Eucharist to the parishioners on the Tabernacle side of the church, rather than only the vestibule side.

After Laura's report, Bud asked the council to refer back to the Annual Report Calendar and guidelines. Laura's written report is an excellent example to follow for the annual report.

SAG SITE

Susan's written report to the council included the committee member names, which is also a nice addition for council members to view.

St. Albert is still in need of more volunteers, and is continuing their efforts via their "pulpit plea". The construction of the Baptismal Font was scheduled to begin March 24th, but there were disparities between bids, and Chuck is currently evaluating the bids before making a decision and commencing the work.

Susan was also in attendance when Chris Bennett made his presentation at St. Albert the Great. At the time of the presentation, several ideas came up to replace the current screen that is used for projections.

The banner and altar apron is a beautiful touch, and greatly appreciated. Many thanks go out to the artist/designer Florence Bretagne.

COMMUNICATIONS

Nicole spoke more in depth about the Angels, Burning Bush to take place on April 20th. Anyone who would like to participate with testimonials or exhibit display can contact Mary Sullivan, Nicole, or Lori Darvris. In addition, parishioners Angel's exhibit will be on display from Friday to Sunday.

Archiving efforts is a point of interest, and the Communications committee will be publicizing the need for volunteers. Discussion for the archiving project will start again in June.

The Annual Report is a compilation of highlights and key events from the End of June 2007 to the End of June 2008. Each council member will have 2 pages of space for their reports. The report information will come out of the Quarterly Reports. Nichole will bring specific guidelines for the Annual Report to the May PSC meeting.

OLD BUSINESS

Parish Level Retreat- Several questions were raised as the council continues to plan for an All-Parish Retreat. The feedback from the respective ministries is highly important, as it provides information with respect to the need and interest from the parish leaders. The council sorted a number of dates, and Gerard will check on the availability of the dates as requested by the council, and report back. There will be a great need for volunteers. Further discussion will include the possibility of creating an Adhoc committee, and asking various groups for help (ie. Sister Adella could possible have schoolchildren help).

PSC Retreat- The retreat is to take place on May 17th from 9am-4pm and the Crown Plaza in Palo Alto, and Susan does need the list of attendees. The list should be emailed to Susan as soon as the number is known to the council member. Though it is the same date as the confirmation ceremony at St. Albert, the retreat does end with ample time to drive out to the ceremony at 5pm.

NEW BUSINESS

Nomination Committee- The Nominating Committee is made up of 3 council members that will help to select the names of the Nominees for Chair, Vice-Chair and Secretary. The nominating committee must be made up of one council member who is leaving the PSC, one who will stay on for another year, and one council member who will be new for the upcoming year. The Nominating Committee for this year is Helen Baumann (STA Site; stepping down), Jerry Lucha (Catechetical Board- continuing), and Mary Clifford (Youth Ministry- new to the PSC)

CLOSURE

The PSC council meeting closed upon confirming the members of the nominating committee. Meeting adjourned at 9:04PM.

ACTION ITEMS

1. Feedback from Laura in regards to archiving questions about children/parent sacraments
2. Feedback from Gerard on the all-parish retreat. Confirm if dates are open for the facilitators.
3. Ministries to report names of the representatives attending the PSC retreat to Susan.

ATTACHMENTS (Hardcopy will be available)

- a. Agenda
- b. Father George and Father Tony reports
- c. OLR site Quarterly Report
- d. SAG site Quarterly Report
- e. Communications Quarterly Report

Next Meeting Date/Time: Wednesday May 14th at St. Albert the Great Hall

Ministries to Report:

- Facilities
- Hispanic Leadership Team
- Parish Administrator
- Faith Sharing: Ruth Chippendale (Human Concerns)