

PASTORAL STEWARDSHIP COUNCIL
Minutes for the PSC Meeting on June 11th 2008
7:00 PM St Albert the Great Hall

COUNCIL MEMBERS Present:

Pastor- Fr. George Aranha	Youth Ministry- Mary Clifford
STA Site- Robert March (Stand-In)	Liturgy- Kay Williams
SAG Site- Kathleen Hart	Hispanic Leadership- Juanita Marquez
OLR Site- Laura Chiu	Adult Spirituality- Gerard McGuire
Human Concerns- Paul Chestnut (Stand-In)	Finance- Rick Barry
Facilities- Bud McKenna	Catechetical Board- Jerry Lucha
Community Life- Micky Martin (Stand-In)	Communications- Nicole Khan

Absent: Parochial Vicar (Fr. Antonio Medina), Business Manager (Chuck Tully)

Guests: Rob Manfrey, Jeanne Ramacciotti, Helen Baumann

PROLOGUE

The meeting was called to order at 7:06pm. There are a few council members absent, and have ministry members standing in on their behalf. Robert March is standing in for Lorraine Dabney (STA Site). Paul Chestnut is standing in for Ruth Chippendale (Human Concerns). Micky Martin is standing in for Jeanne Ramos (Community Life).

Father George provided a topic for a Faith Sharing discussion, and spoke about the changes in our spiritual lives in tune with seasons- the changes allow ordinary moments to become sacred moments. After Faith Sharing, Jerry passed out the meeting agenda; the agenda was looked over, and amended with the following changes: Gerard (Adult Spirituality) will lead Faith Sharing in July. Jeanne will present the Community Life quarterly report at the July meeting. The motion was placed on the floor, and passed. The minutes were then looked over briefly, and approved. The hardcopies of the ministry reports will not be included in the distribution of the minutes, as they are typically summarized in the council minutes (they will be available upon request).

JOB DESCRIPTION

Fr. George and Jerry Lucha

It is the beginning of a 'new year'- there are new and returning council members, as well as a new executive committee. This is an ideal time to reflect upon the duties of the Pastoral Stewardship Council members, and remind each other of the council protocols. Council members are expected to report PSC agenda items of concern back to their respective ministries. If any individual or ministry has a concern to address back to the PSC, it's important to contact the Executive Committee before the PSC agenda is finalized at the

Executive Committee meeting (this meeting typically takes place the Wednesday- 1 week prior to the PSC monthly meeting), so that the concern can be added to the agenda. Communication and interaction between PSC members and ministries is necessary in order to provide timely feedback.

Fr. George would also like the council members to think about how the Pastoral Home Liturgy and RCIA fit into the Mandala.

PSC members and guests contributed ideas to promote discussion and feedback. Micky and Jerry believe that (reusable) name cards would help visitors know who represents each ministry.

Comments from PSC Members and/or other Guests

** Upon opening the floor for comments, Jerry clarified that the floor is open for **announcements only**. **

Going Green: Gerard explained that the diocese is looking at the benefits of solar energy use within Santa Clara and Palo Alto. PSC members can expect more information and updates from the diocese in future meetings.

Pastoral Council (Diocese): Bud announced that beginning July 1st, Pat Mitchell is leaving the diocese. Pat Mitchell had been responsible for holding Pastoral Council meetings at the diocesan level. Upon Pat's departure, one (or two) people will be in charge of Pat's responsibilities.

PSC Site Locations: Helen proposed to the PSC to kindly consider the St. Thomas House as a site to hold future PSC meetings.

Re Job Descriptions: Helen stated that the PSC exists to discuss parish concerns at a higher level of communication. Jerry added that the PSC plays a support role, and that the PSC attempts to build consensus, but not a majority ruling. The council will take the time to further discuss this topic as an agenda item.

Deanery: Rob reiterated that communication between the PSC and ministries is necessary in providing feedback. Rob announced that at the deanery meeting, changes were discussed that would be effective July 1st; changes that some staff may not be aware of.

S.T.A.Y/Summer Speaker Series: The information is provided on the S.T.A.Y website. There will be 4 sessions from July-September, taking place at St. Alberts. The target audience would be Young Adults. In addition, there will 22 confirmation students attending a retreat in Lake Tahoe; a total of 248 parishioners will be attending from the diocese.

PASTOR REPORT

Project Flow- Fr. George had previously explained to the council that Fr. Brendan McGuire would visit each parish, and listen to staff member input regarding communication between the parish and the diocese. In addition, the parish staff met in order to plan the calendar year, and will be placing the calendar information on the parish website.

In order to create PSC interest within the parish, council members discussed specific possibilities such as pulpit announcements, e-mail reminders, and expanding communication, using e-mails as a useful tool.

Year of St. Paul- Fr. George will be guiding a trip to Greece, and preparing for the trip through scripture study on the letters of St. Paul. Sessions will begin on June 28th. The time is not yet known.

MINISTRY REPORTS

COMMUNITY LIFE

Jeanne Ramos was not able to attend the council meeting, and will present the Community Life Quarterly report in July. Micky made a short announcement regarding the time/date for Fr. Antonio Medina's farewell picnic, which is sponsored by the Hispanic Community and the Community Life Ministry. The farewell picnic will take place on Sunday, June 22nd, from 11-2pm. Each parishioner is encouraged to bring a salad or dish to share with the community. The Hispanic Community and Community Life will collaborate to organize the main dishes. Micky also announced that the Parish picnic will take place on September 7th (1st Sunday) at St. Albert.

HUMAN CONCERNS

Paul Chestnut gave a detailed summary of Human Concerns past activities such as the successful completion of "Undie" Sunday, and Bread for the World Offering of Letters. With the help of the eighth grade youth, the parish delivered fifteen layettes to low income families in East Palo Alto. The Human Concerns web page has been upgraded, as well as updated via the parish website.

The Human Concerns committee will be supporting fundraising efforts in collaboration with the JustFaith Alumni group for the Day Worker Center of Mountain View. The Day Worker Center is a project that promotes a safe and fair working environment for employees and employers.

RCIA

Jean Ramacciotti had kindly requested the opportunity to report on RCIA to the Pastoral Stewardship Council, in an effort to become more visible in the parish. Jean explained that on July 2nd, there would be a meeting at St. Albert to welcome anyone interested in the initiation process, or interesting in participating. RCIA views faith formation as a living experience, in addition to classroom teachings; Sacramental preparation occurs in and out of the classroom.

The council discussed RCIA role within the parish. Fr. George added that RCIA is an umbrella, which holds different aspects of the Pastoral Stewardship Council. The question was raised among the council members, if RCIA should become a ministry, and one more member of the PSC. Jeanne stated that sacrament preparation should be considered a priority, and Jerry agreed to give further thought and discussion about where RCIA fits within the Mandala.

OLD BUSINESS

Mandala- Juanita gave a brief update with regards to the Mandala design, as discussed with Nicole and the communications committee. A very rough outline of the Mandala (without pictures) was presented to the

council, approximately to the size desired. Juanita planned on taking pictures of PSC members after the meeting to continue the drafts of the Mandala, and will continue to update the council on the progress.

Annual Report- Nicole brought examples and directions in order to create the annual report. She reminded the council that the Annual Report is due at the end of the month (of June), to be emailed/turned into Mary Sullivan and to Fr. George as well. Each report will be edited and formatted for uniformity in language.

Parish Retreat- One of the most important elements for a successful retreat is to create a strong core group about 4 months prior to the retreat date. The council considered the possibility to set up a meeting date and time with Michael McDevitt, organizer for parish retreats in order to encourage participation in the core group. Gerard asked the council to take the information back to the ministries for further input.

NEW BUSINESS

Time and Talent- Currently, Time and Talent takes place on one day for the month of October. The council spoke about past Time and Talent experiences, and considered the possibility to give each site their own Time and Talent Day, so that each ministry is more visible, and ministry participants can devote more time to each site and more parishioners. Time and Talent can also kick-off or end (end of October) with the Annual Report and Mandala. Future PSC input will be valuable as Time and Talent draws near.

Future Ministry Reports- Jerry brought a sign-up sheet, so each ministry can select the month they would like to report. Jerry will look at the requests and use the input to plan the Quarterly Reports calendar for the following year.

CLOSURE

The PSC council meeting closed upon the council confirming the PSC will meet at OLR the following month (of July). Jerry also announced that an update for St. Thomas House will be an agenda item at the following meeting. Meeting adjourned at 9:07.

ACTION ITEMS

1. Annual Report- Reports due to Mary Sullivan by the end of June
2. All Parish Retreat- Take information back to ministries, and gather feedback/interested participants to join a 'core group' in organizing the retreat
3. Time and Talent- think about ideas to encourage participation for the month of October.

ATTACHMENTS

- a. Agenda
- b. Community Life Quarterly Report
- c. Human Concerns Quarterly Report
- d. RCIA Quarterly Report

Next Meeting Date/Time: Wednesday July 9th 2008 OLR Hall

Ministries to Report:

- Community Life
- Catechetical
- Adult Spirituality