

St. Joseph Parish Pastoral Council Meeting Minutes May 17, 2011 (and combined) Meeting Minutes June 1, 2011

**In Attendance: Stephen Lunsford, Aurora Fragozo-Aguirre, Carol Aivagedis, Deb Bryant, Jeff Ecker, Carlene Hess, Ann Hennessey, Tony Hock, Stacy McCarley, Amelina Mendoza, Michael Silva, Father Rodolfo Llamas, Pastor, Janet Brabender (Office Manager) in Ex Officio capacity.**

**Absent: Excused: Eliseo Garcia, Sister Nancy McInerney, Father Bony Arackal, Father Pat Lee**

Meeting called to order

Opening Prayer & Reflection: Carol

Volunteer for next meeting: Ann Hennessy

Outcome of FC financial announcements

-Stephen inquires with Fr. Llamas the status on the finalization of announcements for Masses and bulletin submission (as previously discussed) of yearly budget statements (General State of the Parish Statement). Carlene states that the announcements will be started after Easter season. Janet offers advice for procedure and announcement timing for report and draft; the books will close on June 30<sup>th</sup>, the FC report is still in progress.

Action Item: Fr. Llamas agrees that he will make sure this is handled in July.

Contractor selected to repair & paint inside the parish hall

-Carlene updates that she has given the contract for repairs to Janet for Fr. Llamas to sign for repairs on ceilings and walls; tile, drywall, cracks, paint and burlap. She states that the cost of the project will be \$10,425.00, and that Bob Masse has approved the price and costs. Concerns regarding the project and newly painted walls with Granny's Attic starting immediately after repairs are completed are addressed; such as protection for the newly painted walls.

What does PPC see as priorities for the next 18-36 months?

-A vision for the parish should be our #1 priority

-It is decided to have an additional meeting on Wednesday June 1<sup>st</sup> at 7:00pm to address the priority topic, including the results of the Outreach/Ministry Fair last summer and recent survey.

CFF on Sunday's for next term?

We'll be able to serve more children. Need to talk to Nancy K. first. Any volunteers with me?

Carol suggests that Nancy Kesthley and Jennifer Campbell be consulted in these matters before pursuing any further discussion.

Ideas for blending English and Spanish Faith Formations are discussed for needs such as; financial concerns, unifying (bridging) languages and communities, and parishioners needs for a possibly more convenient, non-weekday meeting time.

PPC to develop an Event Use Policy for the Rental of the Social Hall

-Janet offers previous and current policy copies for all to look over, concerns for rent, deposits, cleaning fees, use dates , and extra maintenance discussed. Item closed.

No discussion on the following items due to time constraints:

PPC to conduct a survey concerning mass times

Professional evaluation of church sound system

Chapel Remodeling Advisory Committee

Review & Approve April Minutes.

Review April Minutes

Approved as everyone was heading out the door

No discussion on the following items due to time constraints:

Amendments prior to sending to the office

Location of the Minutes Procedure

PPC Applications

Parish Communication Survey Summary

Other action items from prior meeting

FYI's

Closing Prayer

Dismissal

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## St. Joseph Parish Pastoral Council Meeting Minutes June 1, 2011

In attendance: Chairperson: Stephen Lunsford, Vice Chair: Aurora Fragozo-Aguirre,  
Secretary/Councilor: Carol Aivagedis Councilors: Deb Bryant, Jeff Ecker, Carlene Hess, Ann  
Hennessey, Stacy McCarley, Michael Silva

Excused: Eliseo Garcia, Tony Hock, Amelina Mendoza

Noted: Eliseo Garcia and his family have moved to the San Diego area and will no longer be  
participation in future meetings or events.

Ex Officio: Father Rodolfo Llamas, Pastor

Excused: Sister Nancy McInerney, Janet Brabender, Father Bony Arackal, Father Pat Lee

Opening Prayer (led by Fr. Llamas)

Direction (Agenda led by Steven Lunsford)

For the June 1 meeting in the Renwald room at 7:00 pm, the only agenda item will be:

Parish Communication Survey Summary

Two page report distributed at the last meeting

Attached items

## Preliminary Summary of St Joseph's 2010 OUTREACH FAIR

*This summary reports comments and suggestions recorded from small group discussions. The Parish*

*Pastoral Council will further analyze the information and provide a follow-up report to the parish community.*

Online: [http://stjoseph-elkgrove.net/files/Preliminary\\_Summary\\_to\\_Parish-2010\\_Outreach\\_Fair.pdf](http://stjoseph-elkgrove.net/files/Preliminary_Summary_to_Parish-2010_Outreach_Fair.pdf)

## 2011 St. Joseph Parish Outreach Survey Draft

Dear Parishioners,

Your Parish Pastoral Council has taken the ideas you shared at the Outreach and Ministry Faire from last May, and constructed a survey to follow up on needs and priorities. The information from this survey will be used to direct the planning decisions of the parish throughout the next year or so. Of course, these decisions will be guided by the initiatives of the 3<sup>rd</sup> Diocesan Synod and Fr. Llamas' vision, the constraints of our parish budget, and most importantly, the willingness of volunteers to bring these ideas to life by the contribution of their time, talents, and treasure! Would you please take a few minutes to complete this survey? There are no right or wrong answers. Please use the scale below to respond to each item. Write the number between 1 and 5 that best represents your opinion. Thank you once again for helping to make St. Joseph the very best parish that we can envision!

5 – Strongly Agree    4 – Agree    3 – Both Agree and Disagree    2 – Disagree    1 – Strongly Disagree  
N/O – No Opinion

1. \_\_\_\_ I need a sign language interpreter at Mass. If so, which Mass? \_\_\_\_\_
2. \_\_\_\_ It is important to see a diversity of ethnicities serving together in various ministries.
3. \_\_\_\_ There is no need for a young adult ministry (18-35 year olds).
4. \_\_\_\_ I would be willing to participate in a Christian Life Community (8-12 people who meet in each others' homes for a small-group liturgy along with dinner).
5. \_\_\_\_ I would not be willing to participate in a Theology-on-Tap meeting (a small group of people who meet at a local eatery/coffee shop to discuss issues of faith).
6. \_\_\_\_ I do support each ministry periodically holding get-togethers after Mass to introduce themselves, and discuss their ministries with parishioners.
7. \_\_\_\_ It is not very important to have ministers greet me as I enter for worship.
8. \_\_\_\_ It is desirable to have a yearly appreciation dinner to celebrate the service of all of those who serve in ministries.
9. \_\_\_\_ It is not important to have a "Newborn Ministry," welcoming babies into our community and assisting parents in their new role.

10. \_\_\_\_ It is important that St. Joseph Parish expand ties with other faiths in our community.
11. \_\_\_\_ I am not satisfied with the amount of information provided in the weekly bulletin.
12. \_\_\_\_ I would use a suggestion box.
13. \_\_\_\_ It is not valuable to have pulpit announcements of parish activities, because this information is provided in the weekly bulletin.
14. \_\_\_\_ I think it would not be worth the expense to publicize parish events in the Catholic Herald/Elk Grove Citizen/Sacramento Bee.
15. \_\_\_\_ I want more bulletin boards in the vestibule with information on how to both access and serve in various ministries.
16. \_\_\_\_ I am not satisfied with the amount of information provided on the parish website.
17. \_\_\_\_ It would be very useful to have a community calendar of all parish events and activities placed on the parish website
18. \_\_\_\_ It would not be worth the expense to pay the salary of a part-time or full-time webmaster.
19. \_\_\_\_ I feel left out of parish life.
20. Do you regularly attend the Saturday vigil Mass? Circle: Yes No  
Please continue on the other side.
21. I support having some sort of welcoming event on a regular basis for new parishioners. Circle: Yes No  
If so, how often should such an event be held?  
Once a month \_\_\_\_ Once every two months \_\_\_\_  
Once every liturgical season \_\_\_\_ Twice a year \_\_\_\_ Once a year \_\_\_\_
22. Please check all of the boxes below for a church-sponsored group in which you have an interest:  
Family social activity \_\_\_\_  
Movie night \_\_\_\_  
Bridge/pinochle/card games group \_\_\_\_  
Toddler play dates group \_\_\_\_  
Cooking club \_\_\_\_  
Book club \_\_\_\_  
Exercise group \_\_\_\_  
Married couples' group \_\_\_\_  
Single's group \_\_\_\_  
Catholic moms' group \_\_\_\_  
Citizenship classes \_\_\_\_  
Personal finance workshops \_\_\_\_  
Exercise classes \_\_\_\_  
Health/nutrition/wellness classes \_\_\_\_
23. Are there any groups from item 22 that you are willing to facilitate? If so, please circle it and provide contact information.  
  
Name \_\_\_\_\_ email/phone \_\_\_\_\_
24. For the next Outreach and Ministry Faire, at what day/time should this event be held?  
Friday evening after dinner time (~ 6:30 pm) \_\_\_\_  
Saturday afternoon before Vigil Mass \_\_\_\_  
Saturday evening after Vigil Mass \_\_\_\_  
Sunday afternoon after Spanish Mass (~ 2:30 pm) \_\_\_\_  
Sunday evening after dinner time (~ 6:30 pm) \_\_\_\_.

We welcome comments:

Communications subcommittee report (led by Deb Bryant and Ann Hennessey)

-Discussion of documents; prioritization of parish/parishioner's needs; parishioner's lack of preparation for 2<sup>nd</sup> collections. Ways to inform and invite parishioners to be prepared; suggested reflecting last survey results, bulletin/pulpit announcements the week before and week of collections. Also suggested was to use white boards placed at each entrance with information, coordinator TBD. Carol suggested that registered parishioners will already be prepared due to their receiving the appropriate envelopes in advance; registration drive discussed again, with ideas from hospitality tables, to actively approaching parishioners at our Parish Festival and perhaps offering a token gift to register or update registration information.

Action Item: Carol to work with Nez Lourence regarding information submitted in bulletin the week before and the week of each 2<sup>nd</sup> collection, and to add information to inform parishioners in the weekly Commentator Text read preceding the Masses the week of same said collection.

-Discussion regarding survey summary and how our latest information shows an aging population, and how we can best serve their needs focusing on the age group 50 years old and up.

Discussion regarding survey results and how this affects our prioritization. Based on information the bulletin and pulpit announcements were the top choices for how parishioners would like to be informed.

It was stated that in our prioritization the Parish Office's list of needs should be considered, Steven suggested a better website and/or webmaster, Tony suggested that for the office's computer needs our Parish School Principal Trina Koontz should be consulted to see if we might coordinate purchases of any new equipment with any discount offered them. It was unclear the specific needs of the parish office regarding needs (i.e. software, hardware, etc.) and Janet was not in attendance to clarify.

Lots of items pertaining to suggestion on noted documents discussed including, starting new ministries, and other topics such as our parish's 50<sup>th</sup> Anniversary and how to celebrate, previous council's 5-year prioritization plan (we do not have a copy of), future Council agendas being reduced to fewer items of concern to help alleviate lack of discussion due to time constraints.

Each item on potential survey was up for review line by line.

Action Item: Deb and Ann to submit a second draft at next meeting.

Closing Prayer (led by Fr. Llamas)