

May 18, 2010

1) PREFACE

The meeting was called to order by Bruce Schmidt

The minutes from the March 16, 2010 meeting were approved

2) ATTENDANCE

Parish Council Members: D. Bockstanz, J. Kline, S. Lushbaugh, J. Navarro, J. Palla, K. Quinones, S. Rieman, B. Schmidt, K. Seabright; Youth Representative, J.J. Navarro

Absent: M. Henderson, J. Walsh

Staff Present: T. Allnutt, B. Schmidt, A. Dietrich, Fr. Steve, D. Kaas

Guests: Dave Ebner (Deacon-to-be)

3) OPENING PRAYER

Fr. Steve read from Acts of the Apostles 2:1-11 and an encouraging *prayer* was said.

4) OLD BUSINESS

a) *Final Mission Statement*

"Nourished by the Eucharist, Saint James Catholic Church proclaims the Gospel of Jesus Christ to our community through Word and Sacrament. Strengthened by the Holy Spirit we put our faith into action by serving Christ, thereby giving praise and glory to God our Father." was accepted by the Parish Council and will be placed on the bulletin cover, on the website and placed at the front and back entrances.

b) *Ad hoc Committee*

Lynn Jones will be happy to help out with the Ad-hoc Committee.

c) *Strategic Planning Process*

A retreat was held at St. Augustine's pertaining to the strategic planning process. The process is not complex. First, identify a "**goal**" that pertains to the mission of the church and is in conjunction with the archdioceses. **Write** the goal along with the **objective**, **who** (people) will be addressing the goal, and the **date of completion**. We need to be in line with St. Augustine's to align our needs with theirs; in line with the archdiocese as well. It is important to share resources with St. Augustine where possible. We will need to get with our committee chairpersons to assist them in the format we are seeking – goal, objective, person(s) handling, and completion date. We need to keep a written record of the goals and accomplishments and to make sure that we are moving forward towards the goals of the overall church. Bruce and John will be heading up this process. The parish survey identified goals for the committees, and Joe forwarded the results to the proper committee people in January 2010.

d) *St. James' Semi-Annual report will be changed into an Annual Report.*

It will be produced and out to the parishioners by August 31, 2010.

5) NEW BUSINESS

a) *Fiscal Year 2011 Budget Review*

We have a flat budget that was held flat. Expenses were brought down; expecting a rebate from the annual appeal; \$10,000 contingency for maintenance (we would need to raise money for unexpected events); assessment from archdiocese 2½% for tuition

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assistance for catholic schools – will come from the regular collections. Income is running to budget this year and expenses are running under. The Fiscal Year 2011 budget was approved unanimously.

b) Parish Council Elections

Will Stann, John Mazelon and Joe Kline were elected and will serve until 2013 (3 years).

Present Council Members terms:

- Matt Henderson, Kathy Quinones, and Joe Kline rotations are up in 2010
- Bruce Schmidt, Jenny Palla and Karen Seabright's rotation are up in 2011
- Donna Bockstanz and Suzie Lushbaugh's appointments are up in 2011
- John Navarro, Jim Walsh and Suzie Rieman's rotations are up in 2012

c) Financial Assistance Request for a Parish Family

The Striefel family requested help to repair their home. We will be using the collections from the Maintenance Collection in the first week of June to help the family out. Families are asked to prepare meals for them and have them brought to the church. Other areas of assistance are being considered at this time as well.

d) New Position: Part Time Coordinator of Music Ministry

St. James Church is seeking a Certified, professional musician who directs and organizes the music and the volunteers. It will be an 8 to 10 hour per week position. The position start date is July 1, 2010.

e) A focus on Bishop Mitch Rozanski's Parish Council Recommendations

A goal was set in place in regards to the bishop's recommendation that we work with the archdiocese to talk about how best to promote vocations to the important ministry of deacons. The goal is to invite men and their wives to a dinner to explore the diaconate program. Work is under way to set a date and time.

f) Committees Roles and Responsibilities will be put on next meetings agenda

g) Eagle Scout Project for St. James

JJ Navarro presented his Eagle Scout project before the Parish Council for approval. His project is titled "St. James Catholic Church Ecological/Habitat – Recycle Area and Path." The recycle area will be on the side of the church. It will be made out of cedar wood and will have a gate with a lock on it. From the side exit of the church, he will create a gravel path to the shed and from the shed the path will go to the parking pad and to the church office. Along the side of the shed will be a bird habitat with flowers and hopefully a St. Francis bird bath. The project will start in August and take 2 days to complete. The cost will be \$1,842.52 prior to any donations from Home Depot, Lowes and the parishioners. The request was approved unanimously by the Parish Council. A blue print is available for anyone to view.

MINISTRY REPORTS

1) EVANGELIZATION

Welcome packet was completed!

New Evangelization series "Awakening Faith" will begin on October 4, 2010

- a) Adult Faith Formation - Wednesday morning classes were canceled due to low attendance.
- b) Adult Faith Steering Committee has decided on the following offerings: 1) Speaker to talk about living our Catholic Faith amidst many influences 2) Ask the Priest, Dinner 3) The 5 Love Languages 4) Weekend Lenten Retreat offsite

2) RCIA

- a) Our 3 candidates received Confirmation and Eucharist at the Sunday Easter Mass ☺
- b) We have 4 new RCIA members who have entered the Precatechumenate Phase. Having a catechist to work with our 8 year old during the breakout sessions would be wonderful.

3) LITURGY

- a) New revised Roman Missal has been approved by the Vatican and will be implemented Advent 2011.
- b) Altar Servers: is an on going process. At present it has been requested that a written dress code be implemented, retraining/refresher sessions for servers and improving weekend coverage.
- c) Sacramental Preparation – 15 children received First Communion. Next years First Communion class has 19 children!

4) YOUTH MINISTRY

- a) There are approximately 17 to 20 kids in this Confirmation class, between the two parishes. Ropes Course for Confirmation students will be held June 12th
- b) Youth Mass that was held on March 28th was successful! Over 100 were in attendance.
- c) iServe student team leader for St. James is Sam Placzek
- d) Summer events: Mass & backyard picnic for high school teens; Catholic LIVE at the Mount; iServe at St. Mary's – overnight service opportunity; Pry House Leadership Retreat; other activities may be camping in backyard, book club, kayaking, movie night outside on the lawn.

5) YOUTH FAITH FORMATION

- a) March
Open House held at the EDGE for our 5th Grade Class; Mount St. Mary's Formation Day (5 catechists attended this day of training)
- b) April
Bake sale raised \$288 to help fund the Vacation Bible School. Social Justice Night of Service was held. They sent get well cards to the soldiers in an Afghanistan Hospital, wrapped birthday presents and singed cards for the may birthdays for Reeder's Nursing Home, and assembled care packages that were mailed to our volunteer seminarians and other college students from our parish.

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c) May

Boonsboro Greenfest was a wonderful experience. Over 3,900 pieces of clothing were swapped or sold. Clothing was donated to Children in Need, Inc. of Washington County. \$281.45, proceeds will go to the middle and high school ministry.

d) Miscellaneous

The Edge program may move to Sunday 4 to 6pm and meet every other Sunday (2 times a month). St. James will host a Multi-Parish Regional Middle School Created to Love Human Sexuality Workshop in November.

6) FINANCE COMMITTEE

- See under New Business

7) MAINTENANCE REPORT

- No report

8) MISCELLANEOUS

- N/A

9) CLOSING PRAYER

Said by Fr. Steve

The next meeting will be June 15, 2010 at 7:00p.m.

Respectfully submitted,

Suzie Rieman