

# **Minutes of Sacred Heart Parish Pastoral Council Meeting**

## **September 17, 2015**

**Parish Council:** Fr. Robert Cole, Tracy Leverknight, Maria Mutnansky, Cindy Sanders, Jack Secrist, Carrol Wilhelm  
Kathy Gulish (secretary)

**Absent:** Deacon Thomas Daw, Chad Grude, Connie Loflin

Cindy led the formation prayer at the beginning of the meeting.

**MINUTES:** The minutes from the May meeting were approved as submitted.

### **PASTOR'S REPORT:**

Father Cole had no report at this time due to having been out of town on vacation.

### **OLD BUSINESS:**

#### **a. Election Process**

Two members of Parish Council, Cindy Sanders and Tracy Leverknight, will be concluding their terms in December, 2015. Therefore, two new members will be elected to Council for terms commencing in January, 2016. During discussions at previous meetings, Council had determined that the current election process was very cumbersome and time-consuming. A subcommittee chaired by Cindy and consisting of Tracy and Maria had worked on developing a new process for electing members to Council. They presented the revised selection process to Council:

- The first step will be to hold information sessions after Masses on the first two weekends in October. The Pastor will discuss his expectations for Parish Council, and current Council members will be present to discuss the functions and responsibilities of Council. There will be an opportunity for interested parishioners to ask questions. Parishioners may then openly nominate themselves or other parishioners whom they feel have the desired qualities for Council membership. Potential nominees may decline at this point.
- The second step will involve a discernment process by current Council members, together with the Pastor and Deacon, at the October meeting to review the nominations and select a final slate of 5 – 7 nominees. After confirming that they are interested in serving on Council, these nominees will be asked to submit responses to a questionnaire that will be due prior to the November Council meeting. On the questionnaire, nominees will be asked why they want to serve, what they see as the strengths of our parish, areas in which they feel our parish could grow, and what skills they feel they could bring to Council. Nominees will also be asked to indicate on the questionnaire whether they will be available the 3<sup>rd</sup> Thursday of the month for meetings and whether they have received the Sacrament of Confirmation.
- The final step will be the selection of new Council members by the Pastor, the Deacon, and current Council members at the November meeting, through a second discernment process. Council will discern, by means of

prayer and discussion culminating in a final confidential ballot, which nominees will be selected to serve on Parish Council for the new term beginning in January.

Cindy explained that they had arrived at this process after considering election processes used by other parishes. The information sessions will be held after Mass on the weekends of Oct. 3<sup>rd</sup> and 4<sup>th</sup> and Oct. 10<sup>th</sup> and 11<sup>th</sup>. Cindy and Tracy volunteered to help cover the weekend presentations, but all Council members are asked to attend whichever sessions they can.

**b. Ministry Commitment Form**

Carrol had previously proposed creating a Ministry Commitment Form that would ask parishioners to commit to serving one or more ministries within the parish for a specified length of time. Now that we have a Mission Statement, Council discussed the need to make sure that our existing ministries are fulfilling the Mission Statement and are connecting what they are doing to the life of our church. Cindy suggested getting in touch with the contact people for the various ministries and asking them to write up a statement or brief summary of how what that ministry does fits with our mission. It was suggested that perhaps Father Cole could write a cover letter to accompany this request explaining why they were being asked to submit the information. Each ministry would be asked to report back in writing to Council how that group expresses the Mission Statement and how what they do fits in with the Mission Statement.

Carrol passed out a list of potential service opportunities and organizations as examples of some of the ministries done by other parishes. She explained that it was just to give some ideas of services that might be added, to think outside of what we already have. Carrol also included some questions that she has been asked by parishioners related to potential services and/or ministries. Discussion on this topic will continue at the next meeting.

**c. Food Drive**

The use of the canvas bags for the Food Drive is going well. The only issue is making sure people return the bags. Father will mention it at Masses, and if necessary, something can be put in the bulletin as well.

**d. June meeting with Spiritual Life to discuss *Rebuilt***

In June, members of Spiritual Life met with members of Council to discuss the book both groups had read – *Rebuilt*. Eric Carpenter explained how the process had evolved for Spiritual Life, from first reading the book to then discussing parish-building and discipleship. Eric explained that Spiritual Life had come to the same conclusion as Parish Council: the mission of the Church had already been defined by Matthew. Both groups (Parish Council and Spiritual Life) shared what they had gotten from the book and what they had discussed regarding the book. Although a number of ideas and topics were discussed during the meeting, they reached the conclusion that communication is really the key. They then discussed ways of improving communication, and Maria told about a newsletter that St. Joe's put out which gave general information as well as information about new parishioners, etc. It was decided that we could create our own newsletter, which would be published quarterly, to facilitate communication within the parish. Carrol questioned if the newsletter might be an avenue for parishioners to put requests for items needed, a baby crib, for example. Although that would be a possibility, the issue of timeliness would

really dictate whether it would be practical since the newsletter would only be published quarterly and, thus, an immediate need might not be seen for several months.

**e. YOUCATs and Bibles for youth of the parish**

Cindy had gotten some sample missals for children to look at in anticipation of possibly purchasing a set for the children to use. However, Father suggested that perhaps an alternative would be to have a selection of children's missals for parents to look at and then allow them to purchase whichever ones they wanted, since they would know what would interest their child most. There was some discussion amongst Council members about perhaps pursuing purchasing the books for the children although no decision was reached. Carrol suggested having a small book shelf set up with children's books available for the children to pick up on their way into Mass and then return as they leave.

Father indicated that he was supportive of purchasing YOUCATs as a gift for the teenagers of the parish, perhaps to be given at Confirmation as well as to members of Youth Group since they most likely would have already been confirmed. However, a discussion ensued regarding some of the issues with dwindling participation of youth in our parish. One suggestion was to invite a former youth group advisor, who had been successful in getting together a large youth group, to discuss some ideas for improving youth participation.

**f. Shed for new/used clothing**

St. Pauly Textile, a company that collects clothing for distribution worldwide, will soon be bringing a small shed (similar to storage sheds available at local building supply stores) to our property to collect new or gently used clothing that would then be distributed in the US and in developing countries, depending on need. Father indicated that he thought parishioners would be allowed to access the clothing, if there was a need, but he would know details once the shed arrived.

**NEW BUSINESS:**

**a. Newsletter**

Cindy passed out a draft of the newsletter to be distributed to parishioners. Cindy proposed mailing it to all parishioners as one part of our mission is to reach the lost. There was discussion of printing costs, since part of the newsletter was in color. Father requested that Cindy let him know the prices of color printing v. black and white printing. Father also asked that Council look over the newsletter and give any input to Cindy and/or to him.

**b. Pig Roast**

Kubicki's are doing the Pig Roast at the Education Building on Sept. 28 at 6:00 pm. They will have help from the Confirmation class students, but they may need additional help. They will be asking parishioners to bring desserts to share.

**c. House shower for the new rectory**

Tracy shared that a parishioner had inquired about the possibility of having a house-warming shower for the new rectory. After some discussion, Father suggested that perhaps it would be better for parishioners to make a

donation, if they desired, rather than actually purchasing items for the rectory since some household goods would transfer from the old rectory. Father pointed out that there were some things not included in the construction cost of the rectory, such as landscaping and window treatments, and donations could be put toward those items.

**d. Women's group**

Cindy reported that the women's group had met over the summer and were talking about possibly having a rummage sale to benefit the church.

**COMMISSION REPORTS:**

**1. Finance: (Fr. Cole)**

Finance Council met on Aug. 20 and will meet again on Dec. 3. The sale of the old rectory has been finalized, and Family Promise is already using it. The sidewalk along the front still has to be put in, and Father will be dropping off the contracts tomorrow. The new rectory and office is estimated to be completed in another five or six weeks.

**2. IHN: (Connie)**

We will be hosting IHN in 2016 during the weeks of Feb. 7, May 8, June 12, and Oct. 9. We still have another week to host this year, the week of Christmas.

**3. PSR: (Chad)**

PSR started their new year on Sept. 13. The children will be making rosaries again. They will also be making pretzels as the shape is symbolic of praying.

**4. Peace and Justice Committee: (Jack)**

They are planning a retreat on Oct. 23 with Sr. Mary Anne Flannery

**5. Social Programming: (Maria)**

The Pig Roast is scheduled for Sept. 26, and the Clam Bake is scheduled for Oct. 24.

**6. Spiritual Life: (Chad)**

Spiritual Life will conduct Adult Education sessions weekly from 8:45 – 9:45 am prior to Sunday Mass, beginning Oct 4. The intent is to provide an opportunity for faith sharing and fellowship as well as to discuss questions related to the Homily from the previous Sunday's Mass. The sessions will likely be held in the church due to the possibility that no room would be available in the Education Building because of PSR. There was some concern that holding these discussions in church may cause a conflict with praying the rosary before Mass or if people simply come early to pray.

Spiritual Life Commission agreed to contribute articles on spiritual growth to the new parish newsletter.

Sacred Heart will host a mini-conference, sponsored by Catholic Renewal Ministries, on The Power of Evangelization and Healing on Fri., Oct. 9 and Sat., Oct. 10. The speaker will be Chuck Hornsby, a leader in Catholic

Renewal and a lay minister. The program will include talks on the close connections between evangelization and healing, workshops on healing prayer, and time for healing prayer ministry.

Sandy Zorn, a lay minister at St. John Neumann parish in Strongsville will attend the Sept. 24 meeting of Spiritual Life to talk about her healing prayer ministry and discuss the possibility of offering training sessions on healing prayer to members of our parish.

**7. Sunshine Committee: (Jack)**

Cards are made for parishioners once Sunshine Committee is notified of a situation. Please let them know if you are aware of a situation that should be brought to their attention.

**8. Youth Group:**

There was no report for Youth Group at this time. A new youth representative has yet to be selected.

The next meeting of Parish Pastoral Council will be Oct. 15 at 7:00 pm in the Education Building.