**Minutes of the 464th Meeting**

**Saint Stephen Cathedral Parish Pastoral Council**

**November 9, 2017**

**Members Present:** Fr. Jerry Riney, Pat Serey, Samantha Kaai, Peggy Bellew, LaWanna Brand,

Brenda Clark, Mark Heinz, David Hemingway, Kelsey Rhodes, Steven Roby, Russell Vaughn, Kathryn Wimsatt

**Members Absent:** Nick Warren

**Parish Team:** Fr. Jamie Dennis, Deacon Richard Murphy, Donna Murphy, Donna Tarantino

**I. Welcome and Call to Order**

 Pat Serey, chair, opened the meeting at 6:00 PM.

**II. Approval of Minutes**

The minutes were approved as written for the October 12, 2017, meeting.

**III. Scripture - *At Home with the Word***

 PPC members read and discussed the Second Scripture Reading and the Gospel for November 12, 2017.

**IV. Unfinished Business - Review Goals Established by former Parish Pastoral Council**

The PPC reviewed the 11 goals established by the former PPC. After discussion, it was decided the following 3 goals would be reached at the end of a 3-year period. The goals will be reviewed annually.

 1. Evangelization and “Reevangelization” which will incorporate getting more people involved in church community and the deepening of parishioners’ faith.

 2. Long-term Parish Planning.

 3. Capital Campaign for porch renovation and updated new security system for the church campus.

**V. Liaison Reports**

 **A. Liturgy and Worship - Brenda Clark**

Brenda Clark reported the Liturgy committee is getting ready for Advent. The Arts/Environment committee has made plans to decorate for Thanksgiving and the Advent/Christmas season. Brenda stated she has been asked why our parish does not use hand bells during the Consecration of the Mass. Fr. Jerry said he would discuss this at a later date.

 **B. Social Concerns and Outreach - Peggy Bellew**

Peggy Bellew announced the Fall Sunday Outreach Program will culminate with the Thanksgiving Day brown bag offering for the Parish Food Pantry.

 **C. Education and Formation/Spiritual Enrichment - LaWanna Brand**

LaWanna Brand reported Bishop Medley wants to start everyone on a journey of faith as “Living as Missionary Disciples.” This is part of the 4-year plan of evangelization in our diocese. Deacon Dirck will lead a self-retreat using “33 Days to Morning Glory,” to consecrate oneself to Jesus through Mary. If one begins on November 30, they will complete their process of consecration on January 1, 2018. The “Kick-Off” will be during Evening Prayer, on November 21, 2017. Donations are being sought so our Parish can purchase a subscription to FORMED.ORG which is a new digital catechetical resource. The Adult Faith Formation Team gathered on November 5, 2017 from 1:00-5:00 PM. A Baptism Prep team is being formed to assist families preparing for a Baptism. The Young Adults Holy Hour will be held November 13, 2017, from 6:00-7:00 PM. Marriage Matters meets on Sundays from 6-8:00 PM, and eleven to fifteen couples have been in attendance. Beginning November 12, 2017, after the 7:00 and 9:00 AM Masses, Seminarian Mark Schuster will be presenting the Pivotal Players series.

 **D. Youth - Nick Warren**

Nick Warren did not have a report.

 **E. Parish Finance Committee - Samantha Kaai**

Samantha Kaai did not have a report.

 **F. Buildings and Grounds - Russell Vaughan**

 Russell Vaughan reported the Fall Clean Up Day on October 21, 2017, went well.

 **G. Marketing and Communications - David Hemingway**

David Hemingway announced the PPC will have a tour of the Cathedral at 3:30 PM on January 6, 2017. There is a need for more docents to give tours. The Marketing committee contacted the Convention Center about distributing materials about our Mass times and other information concerning the Cathedral. The Christmas ornaments from the Imagination Library are in the parish office and cost $15.00. Letters have been sent to solicit monies to support the Arts at the Cathedral.

 **H. Long-term Parish Planning - Mark Heinz**

Mark Heinz reported Long-term Parish Planning needs to form a committee. The committee has been placed in the Time, Talent Ministry Directory and parishioners may sign up to join the committee.

 **I. Capital Campaign/Porch Renovation - Steven Roby**

The campaign has been named “Keeping Safe and Secure.” The estimated cost for the porch renovation and the updated security system for the church campus is $850,000. PPC members have been asked to make a financial pledge so 100% leadership participation can be shared to encourage all parishioners.

 **J. Community and Family Enrichment - Kelsey Rhodes and Kathryn Wimsatt**

Kelsey Rhodes and Kathryn Wimsatt stated the Welcoming Reception is November 16, 2017, in the rectory. Kathryn Wimsatt, Russell Vaughan, and LaWanna Brand volunteered to attend the reception.

**VI. Update from Donna Tarantino, Director of Ministries and Volunteers**

Donna Tarantino announced the Time, Talent, and Treasure forms were mailed. They are also available online and parishioners can reply online. Last year there was a 57% return and she is hoping it will be higher this year. Our parish went over our targeted goal for The Disciples Response Fund. The goal was $23,428.00 and $44,313.00 has been pledged.

**VII. New Business**

Steven Roby inquired and Fr. Jerry explained our relationship with Blessed Sacrament Chapel.

**VIII. Pastor’s Comments**

Fr. Jerry displayed the recent newspaper article about Fr. Jamie. Fr. Jerry invited everyone to the Thanksgiving Mass at 8:00 AM. The new liturgical year begins with Advent on December 3. The *At Home with the Word* books will be distributed at the end of all the Masses on November, 26, 2017. On December 3, 2017, Bishop Medley will lead the diocese in prayer and Adoration of the Blessed Sacrament from 2-3:00 PM, as we pray for a new and engaged Evangelization of ourselves and our families. The parish St. Nicholas Party will be held after the Holy Hour. December 6, 2017, is the Feast of St. Nicholas. It is also a Day of Prayer & Reflection for priests and staffs at the Convention Center from 10:00 AM - 3:00 PM. The Advent Reconciliation Service at Cathedral will be Sunday, December 17, 2017, at 2:00 PM. On December 30, 2017, there will be an Open House at the rectory after the 5:00 PM Mass. The PPC Christmas Party is 6:30 PM on January 6, 2018. The Annual Priests’ Convocation is January 15-18, 2018.

**IX. Birthdays and Anniversaries**

Kelsey Rhodes and Russell Vaughan were wished a Happy November Birthday.

**X. Adjournment**

The next meeting is December 14, 2017. The meeting was adjourned at 7:57 PM.

Respectfully submitted,

Margie Ebelhar