

Church of St. Leo the Great

176 Ridgeway Avenue • Oakland, California 94611 • (510) 654-6177 • FAX (510) 654-4203



Parish Council Agenda

September 8, 2003

7:30 in the Old Prayer Room

I. Opening Prayer

Gil Adauto

II. Approval of Minutes

Minutes for the July, 2003 Meeting.

III. Suggestions for Pastoral Councils

Chapter One:
Reading: Joe Loduca
Remember to bring your copy of suggestions

III. AGENDA

- A. Pastor's Report (Summer Update).
- B. Christian Enrichment Ministries Report (see attachment #1).
- C. Pastoral Assistant Report (see attachment #2).
- D. School report (see attachment #3)
- E. Old Business
 - 1. Parish Picnic Overview
- F. New Business
 - 1. Day of Renewal for Pastoral Council Members - Saturday, September 27, 2003
Moreau High School - Hayward
 - 2. Discussion of Demographics (sent on 08/19/03).
And revisit to Plans Packet from 2002-2003 (see attachment #4).
 - 3. Replacing of Jesse Medina
 - 4. Identification of Specific Fund Raising Events for St. Leo's

Rev. Timothy K. Johnson
Norah Hippolyte
Norah Hippolyte
Sonya Simril

V. Closing Prayer

Gil Adauto

VI. Hospitality

Gil Adauto

Elma Penaranda

Gil Adauto

Attachments: September 8, 2003 Parish Council Meeting Minutes.

- 1. Christian Enrichment Ministries Report.
- 2. Pastoral Assistant Report.
- 3. School Report.
- 4. Plans Packet from 2002-2003.

Date: September 2003
To: Parish Pastoral Council
From: Norah Hippolyte
Re: Christian Enrichment Ministries

RCIA/RCIC

This year's RCIA team consists of Daniel Jones, Wella Lasola, Lila Rutkowska and Linda Mignano. The RCIC team consists of Melissa Hyatt and myself. At this writing I do not have a count for those who will be participants in the process. The adult numbers are up this year.

CLW

We continue to include Children's Liturgy of the Word in our 11:00AM liturgy. Parents who attend with their children have been very impressed with our liturgy.

Christian Enrichment

This section includes children's, young teen's, teen's and adult's programs. Our push is to involve as many adults as possible in actively growing their faith life.

Infant Baptism Preparation

This preparation process is an opportunity for parents to examine their own faith and what they want for their children. The participants are asked thought provoking questions and are provided with articles to enrich their understanding of Baptism and the initiation of their child into the Catholic community.

First Reconciliation

We will begin reconciliation sessions in October.

If you have questions, please feel most welcome to ask. I am available at the rectory on Wednesdays from 8:30A -5:00P, 7:30P-10:00P and Saturdays from 2:00P-4:30P. Or you can email me at NHipp0@aol.com (that's a zero).

Date: September 2003

To: Parish Pastoral Council

From: Norah Hippolyte

Re: Pastoral Assistant Report

Service Opportunities Brochure & Program Opportunities Brochure

These brochures have been revised and updated to new versions and are located in the vestibule rack.

Social Events

Parish Picnic
Spaghetti Dinner?

Social Justice Events

We do not have any events planned but we should be sure to make the community aware of the events in the area.

Stewardship

We will be sending out the Stewardship letters in January. The members of our Stewardship team which include Evangeline Brown, Jeanne Hassenzahl and Jack O'Hara all received a copy of the demographic information.

Fundraising

The recent bake sale demonstrated an excellent response from the parish for fundraising events. Should we do more bake sales? I believe we have considered a rummage sale. Dorian Laird's sister mentioned this idea also. She is willing to help.

Youth Ministry

Two new parishioners, Melissa and Hank Hyatt, have indicated an interest in helping with a youth group. Should we make a plea to the parish for other volunteers?

Evangelization

Theology on Tap begins its second season on Tuesday, September 23, still at the Kerry House at 7:00PM. The gatherings thereafter will be on the first and third Tuesdays to December 2.

Advertisement

The demographic information should be very helpful in defining and creating an advertising campaign to the non-practicing Catholics within our parish boundaries.

Registration

Currently, people are registered because they have a need. Please encourage those who submit a registration request form (bottom of bulletin) to respond to my phone call.

SCHOOL OF SAINT LEO THE GREAT FROM THE DESK OF SONYA SIMRIL

Listed below is information to be submitted to the Parish Council for the September meeting:

- School began August 21, 2003. We are off to a great start.
- Science Center is complete. If time permits, maybe we can take a quick tour
- Summer School was successful. We had over 100 students to attend
- We painted all classrooms, re-stripped the playground and did many other housekeeping tasks in summer. Our school looks spectacular!!

PLANS PACKET FROM 2002-2003

CHURCH OF ST. LEO THE GREAT

Long Range Pastoral Plan For the Next Five Years Top Priorities/Programs/Desires

- I. Stewardship**
 - A. Reduce/eliminate debt.
 - B. Develop a large scale rental program to include property such as the church tower, gym rental, etc.
 - C. Do a fund raiser at least once per year.

- II. Outreach**
 - A. Increase congregation by attracting the young, old and previously disenfranchised.
 - B. Consider approach/style to outreach: varied or focused.
 - C. Increase faith-based programs such as RCIA/RCIC etc.
 - D. Increase the scope of support for our sister parish and international outreach to others.
 - E. Increase our charitable support to those in need.
 - F. Develop a Social Justice Committee and program.
 - G. Increase faith enrichment participation by 50%.
 - H. Foster more interaction between church and school.
 - I. Increase participants in Sunday liturgies.

- III. Social Hospitality**
 - A. Establish community activities and social events, such as concerts, dances, potlucks, etc , not only for those who are active members, but also to draw new members.
 - B. Increase parish picnic participation
 - C. Maintain the warm sense of welcome to all.
 - D. Sponsor a monthly social event...

- IV. Music**
 - A. Create a music-based church program.
 - B. Coordinate and improve the music program for the three masses.

For 2003, our priorities are to work on I. A., B., C. and II. A., B., G, and I.

CHURCH OF ST. LEO THE GREAT

Long Range Plant Plan For the Next Five Years Top Priorities/Programs/Desires

Having completed the seismic repairs and deferred maintenance on the Church in December, 2001, the parish needs to retire the debt owed to the diocese before future plant plans are undertaken. On-going maintenance of the buildings will require attention. In the next ten years, maintenance of painting on the exterior and interior of our buildings seems to be the only big maintenance item.

Based on our November, 1994 master plan, the next long range building renovation plans to be done after the present debt is retired, are as follows:

1. Move parish offices from rectory to gym stage area and make Lacey Room and offices wheel chair accessible.
2. Undertake deferred maintenance on rectory and return offices in rectory to living quarters for priests.

May 13, 2003

St. Leo Stewardship Ideas

May need someone in charge of organizing

- Organizing the committees to do these things. Need a pool of people from which to choose. All of these events, especially the more complicated ones, would need a group of at least 10 – 20 people to help put the event together.

The More Complicated Events

- Garage sale - Advertise in the bulletin and other papers to take donations before hand. Done during a time of good weather and while school is out (to be used as holding area). Hold a garage sale in the Spring/Summer in the school parking lot. All donations are tax deductible. Needs advertising, someone to take the donations in exchange for tax receipts, (catalog and) price the items, those to help with setup and takedown, and those to act as cashiers and helpers the day of the sale.
- Friday (take home) barbeques or other meal possibilities - Would include those to appropriate the product (by donation, barter or charge) setup, help, cook, cashiers, takedown.
- Charge for the summer barbeque - Would need the same type of participation as above.
- Spaghetti Dinner, crab feed, etc. - Would need the same type of participation as above.
- Dinner/Dance

The Less Complicated Events

- Church bake sales - Would need bakers, cashiers, helpers, setup and takedown

Events that would still need to be worked out

- Day-at-the-races (we are not completely sure yet how this would work)
- Las Vegas nights with auctions and raffles

ST. LEO THE GREAT PARISH JUNE 8TH TOWN HALL MEETING

AGENDA OUTLINE:

- I. Review of last year's (2002) Town Hall Meeting's areas of concern**
 - A Evangelization: outreach to families and children
 - B Possibility of a parish carnival
 - C Continued focus on our own renewal to keep up with our new worship space
 - D Possible parish mission
 - E Opening the church on Saturday afternoons
 - F Value of school and school kids being more connected with the parish.
 - G Development of parish CYO for youth sports
 - H Possibility of contest among the Masses for contributions
 - I Youth service - anger management, youth group
- II. This year's long range plan – please review attachment #4**
- III. The long range plant plan for the next 5 years – please review attachment #5**
- IV. Other possible projects or areas of concern from the parish community**

IDEAS AND CONCERNS GENERATED BY JUNE 8TH, 2003 CHURCH OF ST. LEO THE GREAT TOWN HALL MEETING

- ❖ Develop a Business Manager position to assist Fr. Tim Johnson
- ❖ Increase participation in the Social Justice Ministry
- ❖ Tone down the volume of the instruments at the 8:30 AM Mass
- ❖ Increase awareness and communications re: School of St. Leo the Great
- ❖ Integrate School of St. Leo the Great musicians and choir with the Saturday and Sunday liturgies of Church of St. Leo the Great
- ❖ Develop an exchange of musicians and choirs from other parishes by encouraging parishioners to visit other parishes and invite non-parish members to visit Church of St. Leo the Great
- ❖ Develop specific youth-oriented (teens through college age) liturgies for a "Youth Mass"
- ❖ Develop e-mail lists for parish members
- ❖ Increase parish social activities such as a monthly pancake breakfast or a book club for interested parish members

2003-2004 PARISH COUNCIL MEETINGS

Meetings are held at the Prayer Room of the Church which is located in the sacristy area past the hospitality preparation room. Each meeting shall begin at 7:30 p.m. sharp ! Please notify the President if you will be unable to attend. The final meeting in July is normally a potluck dinner which is held at the Father Lacey Room. The July meeting normally starts at 6:00 p.m. with a 7:00 p.m. Potluck to follow.

MEETING DATE:	OPENING PRAYER:	READING	CLOSING PRAYER:	HOSPITALITY:
09-08-03	Gil Aauto	Joe Loduca	Elma Penaranda	Gil Aauto
10-14-03	Joe Loduca	Angie Minor	Charles Gittings	Elma Penaranda
11-10-03	Evangeline Brown	Stephen Howe	Bernadette Lufrano	Joe Loduca
12-08-03	Angie Minor	Bernadette L.	Gil Aauto	Evangeline B.
01-12-04	Elma Penaranda		Joe Loduca	Charles Gitti
02-09-04	Charles Gittings	E. Brown	Stephen Howe	Bernadette L.
03-12-04	Bernadette L.	Elma Penaranda	Evangelina Brown	Angie Minor
04-13-04		Gil Aauto	Angie Minor	Stephen Howe
05-11-04	Stephen Howe	Charles Gittings		Elma Penaranda
06-08-04	Joe Loduca	Stephen Howe	Bernadette L.	Gil Aauto
07-13-04	Angie Minor	none	Gil Aauto	Potluck Dinner ***7:00 p.m.

Thank you for your valued contributions which make our meetings so successful on many different levels.

Parish Council 09/08/2003
Church of St. Leo the Great

Attendees: Fr. Tim K Johnson, Nora Hippolyte, Gil Aduino, Jr., Dorian Laird, Joseph Loduca, Stephen Howe, Charles Gittings, Elma Penaranda, Angie Minor, Evangaline Brown, Bernadette Lufrano, Stanford Jones.

Absent:

Guests: Alema Rayman

Hospitality: Gil Aduino

Opening Prayer: Gil Aduino

Closing Prayer: Elma Penaranda

Corrections: None

Meeting Adjourned: 8:50

Approval of Parish Council Minutes 7/14/2003

First – Charles Gittings

Second – Evangaline Brown

Readings from Suggestions for Pastoral Councils

Joe – Chapter One – Discovering the Past and Present of Pastoral Councils.

The evolution of Councils can be traced from the Council of Jerusalem and Nicea to the Second Vatican Council of 1962-1965. In the seventies, the lay ministry began to develop councils to the point in the nineties where pastoral planning and council development became the focus. Parish Councils became more clearly enumerated in the new Code of Canon Law of 1983.

Reactions to the reading:

Evangaline led off a discussion on the term, “counselor”. Councils strengthen the parish. The book is helpful. Gil underscored its powerful message

Pastor’s Report

A former parishioner has left a bequest of \$18,000 to go to debt reduction. A drainage problem exists in the front of the church and we are getting bids. The money may have to be taken from the Debt Reduction fund. The second area of concern is the sewer lines to the grey and blue houses. They need replacing. Costs range from between \$6,000-\$7,000 each.

There has been a change of secretaries. Charlotte Sagouspe started in July. The web page is looking good with parish council biographies, financial reports and histories to be found.

Faith Formation

RCIA

There is big group (12) that seem comfortable with talking and sharing.

Children's Liturgy of the Word

Parents who have attended with their children are impressed with our special liturgy for children.

Infant Baptism Preparation

Parents are asked to examine their own faith, and what they want for their children.

First Reconciliation

Reconciliation sessions will begin in October.

Pastoral Assistant Report

The parish is looking into electronic funds transfer as a contribution option for the parishioners. A meeting next week will be held regarding that. The Stewardship Committee will be sending out information to the parishioners in the near future.

Theology on Tap begins its second season on Tuesday 9/23 at the Kerry House at 7:00PM. Thereafter, the sessions will be held on the first and third Tuesdays till 12/2.

School Report

Summer School had over 100 students attending. Much maintenance was done to the school and grounds so that it now looks spectacular! School began 8/21 and is off to a great start with 264 students. The Science Center is complete.

Old Business:

The parish picnic had fewer people this year. Next year, Labor Day comes a week later. Next year's picnic will be scheduled for 9/12/2004. The Council plans on getting a site and naming a coordinator early on. Committees will be drawn up to do lists, setup, and cleanup.

The December Parish Council meeting will be changed from Monday 12/8/2003 to Tuesday 12/9/2003.

New Business

Pastoral Planning Seminars at Bishop Moreau High School are scheduled for Saturday September 27th. All new council members should be attending.

Demographics – The demographics study brought to light a few misconceptions about our parish. Just to name a few things: we are not as poor (with over double the national average for \$100,000 households) or as old (average age of almost 41) as we think. We are also a very educated (with more than double the national average for college degrees) and a community oriented toward non-participative music appreciation.

Jesse Medina has been replaced with Stan Jones.

Long Range Plans will be the focus next month meeting. We hope to identify a few things as what we should be doing this year. The Council will also talk about fund raising next month. The bake sale did so well a couple of weeks ago that there is talk of having it on a regular basis. This will also be talked about in the future.