

Church of St. Leo the Great

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



Agenda for Parish Council Day of Discernment October 16, 2004, 9:30AM-11:30AM, in Old Prayer Room

- Opening Prayer (Bernadette Lufrano)
- Hospitality (Evangeline Brown)
- Things that were done this past year
 - Those that should be continued (and at what intervals)
 - Those that should be discontinued
- Review Long Range Pastoral Plan (Attachment 1)
 - What should be added or modified
- Review Stewardship Ideas (Attachment 2)
 - What should be added or modified
- Old Business
 - Bench Committee
 - Bake Sale
 - Parish Dinner Dance
 - Parish picnic 2005
 - Update on benches for garden
- New Business
 - Beyond Coffee and Donuts 10/2/2004, 10/23/2004. Has everyone gone?
 - Are there any changes to the status of Our Lady of Guadalupe Novena Mass (for December), possible conflict with feast of Santa Lucia
 - Are we continuing labyrinth idea?
 - Additional thoughts on permanent stand for Easter Fire in garden.
 - Additional thoughts on Timothy Schmalz' four sculptures of the Agony in the Garden.
- Closing Prayer (Angie Minor)

Attachments:

1. Long Range
2. Stewardship Ideas
3. Long Range Pastoral Plan
4. Minutes: 09/13/04
5. Pastoral Assistant Report
6. School Report
7. Revised Member List

ATTACHMENT ONE

Long Range Pastoral Plan Homework for 3/10/2003 Top Priorities/Programs/Desires

Stewardship

- Reduce/eliminate debt
- Develop a large scale rental program to include property such as the church tower, school gym rental, etc
- Doing a fund raiser at least once per year.

Outreach

- Increase congregation by attracting the young, old and previously disenfranchised. Should we take a varied approach, or a more focused approach?
- Increase faith based programs such as RCIA/RCIC etc.
- Enlarge the scope of support for our sister parish and international outreach to others.
- Enlarge our charitable support to those in need.
- A Social Justice (committee?) based program.
- Increase faith enrichment participation by 50%.
- More connection between church and school
- Increase participants in Sunday liturgies.

Social Hospitality

- Community activities, social events such as concerts, dances, potlucks, etc. for not only those who are active members but to draw new members.
- Increase parish picnic participation
- Maintain the warm sense of welcome to all.
- Perhaps doing a monthly social event...

Music

- A church based program based on music.
- A better, more consistent, more coordinated music program for the three masses.

Other

- Rethink a potential better use of space within the church.

Measuring Our Progress

- How are parishioners deepening their lives at St. Leo's?
- Do the parishioners have adequate social events?
- We should encourage young adult participation.
- Do we look at people as possible future council members?
- Other faith community relationship.
- How do rate our success? ... with our mission statement? ... with the happiness of the parishioners?

ATTACHMENT TWO

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

ATTACHMENT THREE

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.

Approved by the Parish Council on Monday, May 12, 2003.

Reviewed 02/21/04

ATTACHMENT FOUR

Parish Council Meeting Church of St. Leo the Great 09/13/04

Attendees: Fr. Tim K. Johnson, Joe Loduca, Angie Minor, Evangeline Brown, Darcel Walker, Stanton Jones, Bernadette Lufrano, Norah Hippolyte, Sonya Simril, Hank Hyatt, Peter Lange.

Absent: Gaylon Parsons

Hospitality: Joe Loduca

Opening Prayer: Evangeline Brown

Closing Prayer: Joe Loduca

Meeting adjourned: 8:55

Approval of Parish Council Minutes:

First – Angie Minor

Second – Evangeline Brown

Pastoral Reading: (Bernadette Lufrano)

Chapter 5 – *Clarifying Roles*

The pastor works with the council and is responsible for the overall welfare of the parish and is accountable to the bishop. The parish council does not manage the parish but acts as an advisory group to the parish administration. The council facilitator is responsible for the ongoing organization of the council and acts as representative of the parish at larger meetings and gatherings. The secretary tracks meeting progress and records official decisions. From time to time there will be a need for various committees: a steering committee to develop guidelines, the execute committee to develop agenda items and an ad hoc committee to deal with special research projects.

Fr. Tim thought it appropriate to start each parish council year with reading Chapters 5, 6, and 7 rather than starting from Chapter 1.

Council members are welcome to provide agenda items to Charlotte at St. Leo's office.

Pastor's Report:

Fr. Joseph Lee, who has been assisting St. Leo's with the weekly masses, will be leaving at the end of the month. He will be working at a parish in Napa.

Fr. Tim provided samples of standards from the Diocese of Oakland specific to the Safe Environments for Children Project. All paid staff will be required to undergo training on these standards and to sign forms.

Pastoral Assistant Report

Social Justice Events

Nora will be contacting the League of Women voters to speak on issues that will be on the November ballot.

ATTACHMENT FOUR (CONTINUED)

Movie night is Friday, September 17 in the parking lot. The feature movie will be Cinema Paradiso. Book club meets every other Wednesdays.

School Report:

There is an increase in enrollment this year.

Old Business:

The Garage sale netted \$2,300. There were 8 people on hand to assist. The Parish Picnic went well. About 45 people attended. Next year's picnic will be on Sunday, September 11. The Bench committee has decided, with Fr. Tim's input and approval, to move ahead on the memorial bench. Hank will provide information on the proposed bench and what will be needed to have it installed. Fr. Tim would like ongoing discussion on other (related) ideas and suggests this issue be a part of next month's agenda. There are 2 tentative dates in April '05 for The Parish Spring Dance, to be held at the Colombo Club in Oakland. Peter Lange will work with Elma Penaranda on the plans. This will be a social event.

New Business:

Day of Discernment will take place on Saturday, October 16, in the prayer room. The regular parish council meeting for October will be cancelled. New parish council members will be attending Beyond Coffee and Donuts seminar on October 23 in Walnut Creek. Peter will coordinate registration. Select committee for Our Lady of Guadalupe Novena Mass may be tabled until next year, as there may be a conflict in dates this December. Norah will set date and reserve the Colombo Club for the 2005 Thank You dinner.

ATTACHMENT FIVE

Date: October 6, 2004

To: Parish Pastoral Council

From: Norah Hippolyte

Re: Pastoral Assistant Report

RCIA/RCIC

We are currently in the "pre-catechumenate" or inquiry phase of the Order of Christian Initiation of Adults and Children. Through a process of discernment and prayer, the inquirers, with the help of the team and sponsors, determine if Roman Catholic Christianity is the "right direction" for them. If it seems to be a correct choice for them, then they will be accepted as candidates for the sacraments of initiation at the Rite of Acceptance and Welcoming which will be celebrated on Sunday, November 14 at the 11:00 Mass. After this rite they are transitioned into a phase of more intense instruction, leading to deeper conversion. At this time, there are approximately 9 children, 5 teens and 5 adults who are will be taking part in this powerful ritual on November 14. These are all people who will be celebrating sacraments of initiation (baptism, confirmation, Eucharist) at the Easter Vigil.

CLW

Children's Liturgy of the Word is a ministry provided by St. Leo's to enable children, ages 4 to 12, to hear the Word of God in union with their peers. This is not a Sunday School class; this is Mass.

On-Going Christian Enrichment

Every person who has committed themselves to following Jesus Christ should be involved in some type of on-going Christian enrichment. Whether it is done in a group setting or individually, this is a necessity. The Sunday Mass offers us an opportunity to hear the Word, praise God, ask forgiveness, and be grateful. What do we do to prepare for Mass each week? It is the preparation that on-going enrichment is concerned with. Each week classes are offered for children, teens and adults, but very few avail themselves of these opportunities. I ask the Council members to talk up the opportunities.

Infant Baptism Preparation

There are those who come to church on a consistent basis and intend to raise their children in the Catholic tradition and there are those who come for baptism because it is a tradition. I try to discourage the one's who baptize simply because it is a tradition. It is important for parents to recognize the profound statement they make when they baptize their children and how that impacts their life.

ATTACHMENT FIVE (CONTINUED)

First Reconciliation

Our first session is scheduled for Monday, October 18.

Thank You Dinner

The Thank You Dinner is on the calendar at the Columbo Club for June 11.

Social Events

The Da Vinci Code Night is November 11.

Advent Wreath Making Party on Sunday, November 28, the first day of Advent.

The Dinner/Dance is on the calendar at the Columbo Club for April 9.

Social Justice Events

Faithful Citizenship discussion on October 7 and League of Women Voter's talk on October 21.

World Mission Sunday is October 24.

Stewardship

Stewardship meeting is Thursday, October 28. We will begin brainstorming ideas for our annual pledge card appeal in January.

Evangelization

Theology on Tap had a nice crowd on October 5 for the talk on Christians, Muslims and Jews. The next event will be October 19. The topic is "Filling in the Holes: the Bible and the Reader's Response".

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).

ATTACHMENT SIX

SAINT LEO THE GREAT SCHOOL 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 October meeting:

Our school year is off to a great start!

Back to School Night was a huge success.

Our WASC process is going smoothly!

We have completed over 85% of the Catholic School Management process.
The Case Statement is now being finalized. Once complete, I will forward a copy to the Parish Council

As always, thanks for your ongoing support.

SCHOOL OF SAINT LEO THE GREAT DEMOGRAPHICS – 2004-2005

Asian	5%
Hispanic	6%
Pacific Islander	6%
Caucasian	7%
African American	76%
Male	47%
Female	53%
Catholic-Practicing Parishioner (verified)	10%
Catholic-Practicing non-Parishioner (verified)	5%
Catholic-not Practicing (verified)	16%
Non-Catholic	69%

ATTACHMENT SEVEN

THE CHURCH OF ST. LEO THE GREAT

176 Ridgeway Avenue

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Charlotte Sagouspe, Parish Secretary

2004-2005 PARISH PASTORAL COUNCIL MEMBERS

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|---|--|----|---|
| 1 | Evangeline Brown, Vice President, through 07/06
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| 2 | Norah Hippolyte, Pastoral Assistant
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| 3 | Henry "Hank" Hyatt, through 07/07
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| 4 | Rev. Timothy K. Johnson, Pastor
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