

# Church of St. Leo the Great

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



## Parish Council Agenda MONDAY, NOVEMBER 8, 2004 7:30PM in the Old Prayer Room

- I. Opening Prayer
- II. Approval of Summary

Darcel Walker  
Summary for the  
October 16, 2004  
Day of Discernment

- III. Suggestions for  
Pastoral Councils

Chapter 6: Developing  
Relationships  
Reading: Angie Minor  
(Remember to bring your copy  
of Suggestions  
for Pastoral Councils)

### III. AGENDA

- A. Pastor's Report
- B. Pastoral Assistant Report (see attachment #1).
- C. School Report (see attachment #2)
- D. Old Business
  - 1. Review and accept Long Range Pastoral Plan (see attachment #3)
  - 2. Review and accept Long Range Plant Plan (see attachment #4)
  - 3. Holiday Bake Sale
  - 4. Parish Dinner/Dance
  - 5. Parish Picnic 2005
  - 6. Labyrinth
  - 7. Our Lady of Guadalupe Novena Mass
  - 8. Timothy Schmalz's sculptures
  - 9. Beyond coffee and Donuts
  - 10. Additional thoughts on permanent stand for Easter Fire in garden
- E. New Business

Tim Johnson  
Norah Hippolyte  
Sonya Simril

- IV. Closing Prayer
- V. Hospitality

Stanton Jones  
Bernadette Lafrano

### Attachments:

- Summary
- 1. Pastoral Assistant Report
- 2. School Report
- 3. Long Range Pastoral Plan
- 4. Long Range Plant Plan

Parish Council Summary  
10/16/04  
Church of St. Leo the Great

The Parish Council met for a Day of Discernment on Saturday, 10/16/04. The members reviewed the parish's Long range plans and moved to adopt them for the next year. The Garden plan, which is advertised in the church vestibule, was approved. Two memorial benches will be installed by the statue of Mary, on the Piedmont Ave. side.

## ATTACHMENT #1

Date: November 2004

To: Parish Pastoral Council

From: Norah Hippolyte

Re: Pastoral Assistant Report

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### RCIA/RCIC

On November 14 at the 11:00AM Mass we will celebrate the Rite of Acceptance and Welcoming. The adult and children inquirers will stand in the midst of the congregation to receive the sign of the cross. Everyone who is a participant in the RCIA and RCIC process will participate in this Rite if they have discerned their readiness to cross over into the next phase of the initiation process.

### CLW

Our numbers attending CLW have been holding at about 15 this month. I have noticed there are children who remain in church. It may mean that these are visitors or people who are not aware of this children's ministry. I will make an effort to put a notice in the bulletin about CLW on regular basis.

### Christian Enrichment

This year's On Going Christian Enrichment sessions are very poorly attended. There is a need for post RCIA classes but it seems that working adults do not have the time to attend such necessary classes.

### Infant Baptism Preparation

This is one of the most rewarding and challenging experiences for parents that our community offers. The preparation session asks parents to evaluate their own readiness for the sacrament of baptism, to examine their faith lives and decide what is important for them and their children.

### First Reconciliation

The first meeting in October had two participants. Our next meeting is Monday, November 22.

### Thank You Dinner

The dinner is on the calendar for June 11, 2005.

### Service Opportunities Brochure & Program Opportunities Brochure

The program opportunities brochure was updated over the summer. The service opportunities brochure will be updated by January 2005.

### Social Events

## ATTACHMENT #1

Movie nights are the second Saturday of each month. The next night is Saturday, November 13 and the movie is Star Wars. The Advent Wreath making party and potluck on November 28. The dinner/dance is on April 9, 2005.

### Social Justice Events

The League of Women Voters sent a representative to St. Leo's to provide some nonpartisan information about the propositions on the November ballot. This was very well received with about 25 attendees. It is hoped we will be able to do this again.

### Stewardship

The Stewardship Committee is in the process of being reformed. The first goal is to educate the faithful about their roles as stewards of our community and our world.

### Parish Nurses

On hold

### Fundraising

Bake sale planning.

### Youth Ministry

We need a facilitator.

### Evangelization

Theology on Tap is our outward reaching ministry to the community.

### Advertisement

### Registration

If there are members of the community who are handicapped and not able to come into the rectory, I am able to take their registration information on the phone.

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](mailto:NHipp0@aol.com) (that's a zero).

ATTACHMENT #2

**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 November meeting:

- Our annual Halloween Party was successful!
- Our WASC process is going smoothly!
- Parent conferences are next week
- As always, thanks for your ongoing support

## ATTACHMENT #3

### Long Range (Five Year) Pastoral Plan Top Priorities/Programs/Desires

#### Stewardship

- Reduce/eliminate debt
- Do a fund raiser at least once per year.

#### Outreach

- Increase congregation by attracting the young, old and previously disenfranchised. Depending on the needs, we should take both varied and focused approaches.
- Continue faith based programs such as RCIA/RCIC, etc.
- Continue our support for our international sister parish, St. Martin Sacatepequez in Guatemala, and our parish-awareness of that relationship.
- Continue our charitable support to those in need.
- Continue our support of a Social Justice based program.
- Continue to foster more connection between church and school and also between the school and our sister parish's CCD program.
- Designate individuals or a committee to encourage personal involvement in various parish programs (enrollment) and general communications (emails, signs, etc.) to increase parish participation and awareness of upcoming news and events.

#### Social Hospitality

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

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Criteria for measuring success/progress in these long-range pastoral plans: Are our attempts to implement responses to these plans:

- encouraging parishioners of all ages to deepen their lives in St. Leo's and to further participation in the parish's life?
- offering the parishioners adequate social events?
- in accord with our mission statement?
- producing happiness in the parishioners?

## ATTACHMENT #4

### 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 building 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 Luce 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 13, 2003.

Reviewed 02/21/04