

# Parish Council Agenda

**MONDAY, DECEMBER 13, 2004**

**7:30PM in the Old Prayer Room**

- I. Opening Prayer  
Angie Minor
- II. Approval of Minutes  
Minutes for the  
November 8, 2004
- III. **What have you heard? What have you seen?** Fr. Tim, what's keeping you up at night?
- IV. Suggestions for Pastoral Councils  
Chapter 7:  
Reading: Stanton Jones  
(Remember to bring your copy of Suggestions for Pastoral Councils)
- V. AGENDA
- A. Pastor's Report  
Tim Johnson
- B. Pastoral Assistant Report (see attachment #1).  
Norah Hippolyte
- C. School Report (see attachment #2)  
Sonya Simril
- D. Old Business
1. Holiday Bake Sale set for December 19, 2004
  2. Parish Dinner/Dance set for April 9, 2005
  3. Parish Picnic September 11, 2005 (Evangeline)
  4. Labyrinth Update
  5. Timothy Schmalz's sculptures
  6. Actual location of the stand for the Easter Fire in the garden
  7. Garden benches on a 90 day hold because of the rock quarry (due mid-January)
  8. Parish email list (Gaylon)
- E. New Business
1. Deanery-wide programs: Marriage Preparation, Catechist Training, and the Safe Environment for Parishes (Hank)
- VI. Closing Prayer  
Hank Hyatt
- VII. Hospitality  
Darcel Walker

## Attachments:

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

**Parish Council Minutes**  
**Church of St. Leo the Great**  
**12/13/04**

**Attendees:** Angie Minor, Bernadette Lufrano, Joe Loduca, Hank Hyatt, Peter Lange, Stan Jones, Darcel Walker, Sonya Simril, Fr. Tim Johnson, Norah Hippolyte, Gaylon Parsons

**Absent:** Evangeline Brown

**Hospitality:** Darcel Walker

**Opening Prayer:** Angie Minor

**Closing Prayer:** Hank Hyatt

**Meeting Adjourned:** 9:00pm

**Amendment to Parish Council Minutes:** Last month's guest was Brendan Dougherty, not Parsons.

**Approval of Parish Council Minutes:**

First – Angie Minor

Second – Gaylon Parsons

**What have you heard? What have you seen? What's keeping you up at night?**

Tied into Catch-up Sunday, some parishioners offered suggestions for bringing the church community together through activities such as a discussion group following the viewing of certain movies, and having more speakers.

**Pastoral Reading:** (Stan Jones)

**Chapter 7 – Offering Practical Suggestions for Pastoral Councils**

Between 8-12 diverse members meeting 2-3 hours per month for a 3-year commitment are usually enough for the council to work as a visionary body. In the past, the council operated under Robert's Rules of Order. Now, they operate in a way that allows them to concentrate on critical pastoral issues. The council calendar should follow an agenda that allows new members to interact and merge with the council in the beginning of the year and move to gradually delve into more serious parish issues.

Norah puts out an announcements/flyers table periodically for various ministries. These flyers are also kept in the church's vestibule. The annual Pentecost Sunday parish potluck is considered a parish assembly.

**Pastor's Report:**

Fr. Tim shared the Proposed Budget/Income Statement for 2005. Christmas '05 falls on a Sunday which means there will be 1 less Sunday for the weekly collection.

**Pastoral Assistant's Report:**

Stewardship – Norah is forming a committee who will recruit people with time, talent and treasure to assist with the church's various needs. There is a meeting scheduled for January 19, 2005 at 7:00pm. A meeting for returning Catholics will be on January 11, 2005 at 7:30pm.

**School Report:**

The Christmas Concert was beautiful. The Christmas Boutique and Breakfast with Santa was a success.

**Old Business:**

The Holiday Bake Sale will be on Sunday, 12/19, after the 8:30am and 11:00am masses. The Parish Dinner Dance is scheduled for April 9, 2005 at the Columbo Club. There will be a live band. The cost for the dinner and dancing is \$25.00.

The Garden benches project will begin in mid-January. There was a 90-day hold because of the rock quarry.

**New Business:**

Hank reported on the Deanery-wide programs: It is proposed that next year, Marriage Preparation be the responsibility of the individual parishes. Fr. Tim has proposed that the Parish Council write to the Deanery opposing their proposal and demand that the Chancery office continue with this program. Members of the Parish Council accepted Fr. Tim's proposal.

According to Fr. Tim, St. Leo currently has no catechists to train.

The Safe Environment for Parishes remains at the Deanery level.

Date: December 2004

To: Parish Pastoral Council

From: Norah Hippolyte

Re: Pastoral Assistant Report

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### **RCIA/RCIC**

The initiation processes have settled into their longest period of formation, the Catechumenate. During this period the catechumens and candidates will increase their knowledge about Jesus which will hopefully lead to a deeper conversion.

### **Christian Enrichment**

The Intermediate level catechist, Cheri Benafield, has had to resign as a catechist due to a more difficult work schedule. As a result, the On-Going Christian Enrichment program will be for intermediate level students one week and junior/senior high students the next session.

### **First Reconciliation**

There are three young people preparing for the Sacrament of Reconciliation. First Reconciliation will be celebrated at the Lenten Communal Service in 2005.

### **Service Opportunities Brochure & Program Opportunities Brochure**

The process of updating the Service Opportunities brochure has begun.

### **Social Events**

The Advent Wreath Making Party was very poorly attended.

### **Stewardship**

The Stewardship Committee had a meeting on Monday, December 6, 2004.

### **Evangelization**

The last Theology on Tap this year was on the "Spirituality of Sports".

### **Hospitality**

Maybe we can get the parishioners to sponsor a bag of "fair trade" coffee for use in the parish.

If you have questions, please feel most welcome to ask. I am available at the rectory on Wednesdays from 7:15P-10:00P and Saturdays from 12:30P-4:30P. Or you can email me at [NHipp0@aol.com](mailto:NHipp0@aol.com) (that's a zero).

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 December meeting:

Our annual Christmas Concert will be held on Thursday, December 9, 2004

¥ Our WASC process is going smoothly!

¥ Christmas Boutique and Breakfast with Santa will be held Sunday December 5, 2004

¥ Parent conferences went very well

¥ As always, thanks for your ongoing support

SAINT LEO THE GREAT SCHOOL

## **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?

# **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.

Reaccepted 11/08/04