

BLESSED SACRAMENT PASTORAL COUNCIL MEETING NOTES

August 13, 2018 6:15pm

**Father Tim Hoag**

Mary Farrell, Religious Ed Dir & Safe Environment Coordinator

**Gogie Enstad, President**

**Cyndi Fisher**

**Jon Schaack**

Teresa Vining

**Father Adam Hofer**

Safe Environment Coordinator

**Steve Rennell, Vice President**

**Leonard Hansen**

**Howard Steiner**

**PRESENT NOTED IN BOLD**

**Michael Johnson, Parish Administrator**

Lisa Wattenhofer, Dir of Liturgy & Music

Randi Roerick, Secretary

**Jane Kading**

**Kelly Thomas**

Opening prayer - Jane Kading led us through the Our Father and Hail Mary as we sought support with finalizing our Pastoral Council candidate slate.

Kelly Thomas and Leonard Hansen introduced themselves to Father Tim Hoag and shared what each loves about his parish and what each thinks we can do better.

1. Kelly stated the abundance of resources is a strength of our parish. Leonard stated we have a vibrant parish with friendly faces and a volunteer spirit.
2. As a topic we can do better, Kelly brought attention to parishioners' habits such as sitting in the same pew each week. Some comments followed on ice breaker activities before Mass begins.

Steve Rennell moved to approve our July minutes and Cyndi Fisher seconded his motion. The motion unanimously passed.

Gogie Enstad retitled the Committee Reports section on the agenda to "Parish, Ministry and Committee Reports by Father Tim and Michael Johnson" in response to Father Tim's comments during the July meeting that reports with needs will fall under this section. Prior to each monthly meeting, Father Tim and Michael will be asked to complete this part of the agenda.

The Parish Pastoral Council Constitution was the only report listed in this section for our August meeting. Prior to discussion, Father Tim and Michael reported that our Diocese is developing a new Constitution – one that will be used in all parishes to bring consistency throughout. The new Constitution is expected to be completed by the end of the academic year.

Although a new Constitution is in the works, we did discuss these Constitution items:

1. Annual review of needs and goals in August – While the Council did not have any formal writing of goals when they started their year, they
  - a. perfected the Council membership process,
  - b. formalized the monthly availability of Council members to parishioners via hospitality and self-introductions the weekend prior to the monthly Council meeting and
  - c. started a "Did You Know/Why We do this" plan.
  - d. Michael suggested a viable goal is to "Increase participation in anything".
  - e. Steve suggested the goal of how do we reach out to our members for help.
2. Jurisdiction – A review noting that either a simple majority or a consensus decision are acceptable.
3. Nominations and Elections – It was noted that three candidates have a strong interest in sitting on the Council: Amy Thompson, Tim Callahan and Dave Richardson. Gogie will visit with the Nominating Committee – Jon Schaack and Randi Roerick - to determine if any of the other candidates have expressed a definite yes to sit on the Council. They include Everett Strong, Catherine Chicoine, Larry Oswald, Terri Patterson, Christine McKinney, Ross Bestgen and Erica Bestgen.
4. Officers – Gogie pointed out that the Constitution calls for the Council to appoint its officers – president and vice-president – (rather than elect them). Vice-president Steve is interested

in the president's position. Council members - please notify Gogie if you are interested in the vice-president's position, especially if you have two years remaining in your term. The president, vice president, pastor and parish administrator shall constitute the Executive Committee. Council members - please notify Gogie if you're interested in the recorder position which is to take minutes of the Council meetings and be responsible for getting minutes to the parish secretary for distribution to the Council.

5. Membership – Gogie outlined the Council membership structure:
  - a. The Ex officio Committee membership shall be
    - i. The pastor and associate pastor of the parish. They do not vote.
    - ii. Appointed representatives for the Standing Committees which include the Parish Liturgy Committee, the Youth Committee and the Parish Finance Committee plus other committees as created and appointed by the Council. These committee representatives are non-voting.
    - iii. Representatives from committees, other than the Standing Committee, as appointed by the Council. They do not vote.
    - iv. Staff members who are responsible for various aspects of parish life that the Council asks to be present for a period of time. They do not vote.
    - v. The Parish Administrator – he/she has one vote.
    - vi. Permanent deacons assigned to Blessed Sacrament Church will become non-voting members of the Parish Council unless such deacon is serving on the board as an elected member.
6. Meetings – Gogie pointed out that monthly and special meetings of the Council shall be open to all parishioners.

Old business:

1. It was decided to table the development of the Pastoral Council candidate recruitment document given the news of the new diocese-wide Constitution.
2. Hospitality weekend
  - a. Kelly received a comment about the explanation offered prior to Mass to pray three Hail Mary prayers for the next person who will die. Does this statement pertain to only our parish? Father Tim made a note to review this statement.
  - b. Kelly also received a comment regarding the need for a center isle in our church. Father Tim indicated this is a goal during a future remodel.
  - c. Steve received a comment about parishioners' dress. He asked if we have a dress code. Father Tim suggested addressing this topic in the fall or spring. He also indicated that appropriate church dress will be reviewed during Liturgy training.
  - d. The bulletin announcement works great to advise the parishioners the Council is available for feedback the weekend before their monthly meeting. Michael was asked to insure that an announcement is included in the priest announcements each month.
3. Did you know section – Leonard explained this task to Father Tim. Leonard mentioned this would be a good avenue to address parishioners dress.
4. Ministry duties – Father Tim pointed out several updates that need to be made to this list. The heading needs to be updated too. Cyndi suggested adding email addresses for ease in following up. Once this list is updated, it will be provided to Council members. Michael will coordinate the update of this list.
5. Church safety Training – Michael reported that six of the 12 security cameras are in place. Father Tim elaborated on upcoming safety training and techniques that will be implemented, especially with our Hospitality team. He indicated that a security person will be a part of the Liturgy Committee.
6. Facilities use review – This topic was tabled until our October meeting. In the meantime, Michael will email Council members our Facilities Use Policy and our Wedding Use Policy.

7. Donate feature on our website – We could not recall why this topic was on our agenda. We will ask Jon Schaack if this item has been resolved.
8. Ministryschedulerpro – We own a copy of this software and it has been loaded on several office computers. We plan to launch it in October. Liturgy participants will be trained. Cyndi asked that parents with younger kids also be notified.
9. Past agenda items – Gogie asked Council members to review their minutes and bring forward topics to the September meeting that had been brought up in past meetings but were not resolved.

#### New Business

1. Michael reported that he has not received any interest in his request for Marketing Volunteers for the Western South Dakota Catholic Foundation. This topic will be added to the September agenda for further conversation.
2. Michael confirmed that he is the Council membership contact in the parish office and that Rose is the Council membership support person in the parish office.
3. Gogie brought forth the details on the Catholic Social Services annual meeting scheduled for Sunday, September 9 at the Rushmore Plaza Civic Center from noon until 2:00 pm.

#### Father Tim's Comment Section

1. Father Tim asked if we noticed any changes to the alter
  - a. The red candle (tabernacle lamp or sanctuary lamp) was moved to near the altar.
  - b. The symbol on the front of the alter is now visible.
  - c. The crucifix was stained so the INRI stands out.
2. Father Tim requested that future Pastoral Council meetings be held on Thursday evenings at 6:30 to accommodate his and Father Adam's weekly schedule.

The next Pastoral Council meeting is scheduled for **THURSDAY**, September 13 at **6:30 pm** in the room located by the stairway.

Father Adam offered the closing prayer.

Respectfully submitted,

Gogie Enstad, President