

Saint Peter Pastoral Council Meeting January 6, 2020

2019-2020 Mission and Goal:

The Mission of the Saint Peter Pastoral Council is to investigate, ponder, and propose practical conclusions concerning pastoral matters. We are prayerfully led by the Holy Spirit as we ponder and propose our conclusions with the wisdom and prudence of our Catholic faith.

The Goal of the Saint Peter Pastoral Council is to take the pulse of our parish by investigating all programs and ministries of our parish and, if necessary, recommend how we as a parish can improve on these programs by:

- 1) Take a professional parish survey to determine wants, needs, and overall health of our parish; and,
- 2) Have all ministries brief the Pastoral Council on their programs, goals, and results, to determine if they need help in communication, publicity, funding, etc.

1. Call to Order/Opening Prayer

Jack Rivetti called the meeting to order at 7:03 P.M., and Josh Kinder offered an opening prayer.

2. Roll Call

Present: Fr. Tony Cutcher (Pastor), Kathy Albino, Dan Foster, Barb Keehn, Josh Kinder, Rose Ndifor, Carl Peirolo, Jack Rivetti (Chair), Nancy Skuya, Bob Whipple, Roy Young (Vice-Chair)

Excused: N/A

Guests: Joy Blaul (Worship Commission), Nancy Calvelage (Formation, Education, Discipleship (FED) Commission), John Kern (2019 Region XII Oktoberfest Chair), Ken Kreitzer (Parishes of Old North Dayton), Janet Lewis (Outreach and Justice (O&J) Commission), Marsha Loges (Note-taker), Curt Niebrugge (Eucharistic Ministry)

3. Council Business

a. Oktoberfest 2020. John Kern and Ken Kreitzer provided a brief report on the Region XII Oktoberfest, and presented some preliminary proposals regarding alternative future events. Key points and subsequent discussion included the following:

(1) Profit from the Oktoberfest, which was held in September 2019, exceeded \$17K, which is to be split among the four Region XII Parishes.

(a) Most of the profit was due to Sponsorship revenue and proceeds from the Golf Ball Drop.

(b) Profit (revenue minus expenses) derived from all other categories of the event was minimal, close to \$0.

(c) This was a labor-intensive event, and the hard work required in planning, preparation, and set-up was done mostly by a small core of individuals.

(d) The recommendation is to forego a Region XII Oktoberfest in 2020.

(2) A possible alternative is to hold a Regional Parishes Festival in June or July 2021.

(a) Various Food Trucks could be invited to offer/sell food.

(b) Beer, pop, and gambling games would be handled by parishioners.

(c) This event would require less work and fewer volunteers.

(3) Another consideration is to hold a Regional Parishes Festival in September 2020.

(a) This could be offered at no cost to parishioners, serving as a "Thank You" Celebration.

(b) This could be a Pig Roast or some other catered dinner, thus involving no parishioner food preparation or carry-in, but requiring reservations (for headcount).

(c) This could include an outdoor Mass.

(d) This could be similar to the Harvest Festival held in previous years, and could be held at picnic grounds, or some other venue.

(4) Jack Rivetti asked whether the Oktoberfest (or alternative event) is considered to be primarily a money-maker or a Regional/Parishes get-together.

(a) Ken Kreitzer suggested that it is less a money-maker and more a Regional celebration and community-builder; however, in order to grow and become more effective, it requires attendance by "neighbors", i.e., people outside of the Parishes.

(b) Carl Peirolo noted that the issue of Regional/Parishes "community-building" is very important, and that a specific celebration offering a "Thank You" for parishioner support has not occurred during the last 30 years.

(c) John and Ken said that next steps include briefing the Parishes of Old North Dayton Council, then looking at costs and developing tentative budgets for each alternative.

(5) In related discussion, Fr. Tony Cutcher mentioned that consideration is being given to possible in-house handling of the selling of Bulletin Advertisements and the publication of our own Region XII Bulletins, after the current Bulletin Publication contract expires.

(a) This could generate significant revenue and savings for Region XII.

(b) This is relevant because the Parishes depend on local business Sponsorships to supplement the revenue from various Parish events.

(c) Some local businesses which had been approached to be Sponsors for the Oktoberfest said they had already contributed via their current Bulletin Ads, and donations to other Parish events. They suggested that some form of "package sponsorship" or "bundled donations" be initiated.

(6) Jack stated that while the overall response of the Parish Council is positive regarding possible alternative events, and the proposals appear to be good ideas, additional and more specific information is needed, prior to any formal consideration.

- Jack suggested that John and Ken proceed with brainstorming the various alternatives to the Oktoberfest, associated costs, and recommended timeframes.

ACTION ITEM: Continue exploration of possible alternative events, with details, estimated costs, and timelines, and report to the Pastoral Council.

POCs: John Kern and Ken Kreitzer.

b. Quarterly Breakfasts. John Kern introduced a proposal regarding holding a quarterly Parish Sunday Breakfast, following the St. Peter 7:30, 9, and 11 AM Masses

(1) A periodic Parish Sunday Breakfast could take the place of the St. Peter Welcome and Fellowship (Coffee and Donuts) gatherings, which currently have somewhat limited attendance.

(a) This could be another means of providing increased parishioner interaction and community-building.

(b) This could be professionally catered or prepared by parishioners (or perhaps by Scouts or Knights of Columbus, who have sponsored breakfasts in the past).

(c) This could be at no cost to parishioners, but would require reservations (for a headcount).

(d) The Breakfasts also could be used as an opportunity to publicize and present Parish Commissions and Ministries information.

(2) Nancy Calvelage pointed out that the FED, O&J, and Worship Commissions currently have plans for sponsorship and presentations at the January, February, and March Welcome and Fellowship gatherings; therefore, close coordination is necessary.

ACTION ITEM: Continue exploration of a quarterly Parish Sunday Breakfast as an alternative to the “Coffee and Donuts” gatherings, and report to the Pastoral Council.

POC: John Kern.

c. Eucharistic Ministry Update. Curt Niebrugge reported the status of recruiting, approving, commissioning, and scheduling Eucharistic Ministers (EMs). Curt referred to a list of specific questions previously sent to him by Jack Rivetti, and addressed the underlying issues for each.

(1) Current issues, which are being worked and are progressing toward resolution, include:

(a) There are not enough volunteers to allow distribution of both host and wine at each Mass.

(b) Some volunteers are unavailable for early Masses, or have limited availability.

(c) Not all volunteers have completed training and been re-commissioned.

(d) Email addresses for EMs are not all current, and must be corrected.

(e) The process of the background check, interview, selection, submission of name in writing, and approval by the Archdiocese, is very involved and takes a long time.

(2) Joy Blaul said that similar issues exist at the Parishes of Old North Dayton, as well.

(a) Also, some EMs were trained by Deacons but have never been approved and commissioned.

(b) Currently there is not a firm protocol regarding the interview to determine if an individual is a “Catholic in good standing”, and work is underway to develop a protocol questionnaire.

(c) There also is a need to recruit more Lectors for all Parishes.

(3) Jack asked if there is anything the Pastoral Council can do to help.

(a) Curt and Joy said that it is not sufficient to merely ask for volunteers to serve as EMs. Individuals must undergo and pass the interview, training, and commissioning process.

(b) They will ask parishioners to volunteer to serve as Lectors.

d. Parish Survey Update. Carl Peirola provided a report on the status of the Parish Survey. Key points and subsequent discussion included the following:

(1) The Survey Process.

(a) St. Peter Parish has initiated a contract with The Center for Applied Research in the Apostolate (CARA) to develop a 100-question Parish Life Survey (PLS), tabulate and analyze the survey results, and provide a report of findings. The primary CARA POC is Mary Ellen Fise.

(b) Consistent with the Pastoral Council Goal “...to take the pulse of our parish...”, the purpose of conducting the PLS is “...to determine wants, needs, and overall health of our parish...”.

(c) The CARA PLS addresses seven elements of Parish Life; five are considered internal and two are considered external. The St. Peter PLS will focus on the five internal elements; the two external elements, Social Justice and Evangelization, will not be included.

(d) A Core Committee has been established to review and select from the CARA PLS Compilation of Questions (785 to choose from), the questions to be used in the St. Peter PLS.

(e) The Core Committee members and the focus of each are:

Deacon Leo Cordonnier	Community
Edd Sharp	Worship
Connie VanDorpe	Leadership
Nancy Calvelage	Formation
Cindy Mohn	Stewardship

(f) Each Core Committee member will identify and select 15 questions, and then when their task is completed the Committee will be dissolved. Target completion date is January 17.

(g) Pastoral Council members may also identify and recommend questions to be included; however, the total number of questions may not exceed 100.

(h) The Executive Committee, consisting of Jack Rivetti and Roy Young, after considering all the selected questions, will then put together the final 100 questions to be included, and forward them to CARA. Target completion date is February 10.

(i) CARA will then prepare the St. Peter PLS, within two weeks.

(j) The survey will be conducted, during Saturday/Sunday Masses, the 3rd or 4th week of March.

(k) CARA will then tabulate and analyze the St. Peter PLS responses, and prepare a report of their findings, consistent with the defined contract deliverables.

(2) The Preparation Process.

(a) A three-or-four-week "build-up" will occur, prior to actually administering the St. Peter Parish Life Survey. The PLS, its purpose, and its mechanism, will be publicized via the Region XII Bulletin, Emails, letters, in Parish meetings and social get-togethers, on the Regional web site, and from the church pulpit.

(b) Parishioners who attend Mass and participate in Parish activities will know ahead of time what the purpose of the St. Peter PLS is, and when they will have the opportunity to take the survey and express their views.

(3) Discussion:

(a) Nancy Calvelage posed the question, Is the focus of the survey (wants, needs, and overall health) too broad?

- Carl suggested that the survey results will provide "indicators of relative satisfaction or dissatisfaction" within specific areas of Parish life.

- That is why the selection of questions is so important, so that appropriate actions can be taken in areas of importance, when needed.

(b) Janet Lewis posed the question, Then what? What will be the next steps, after the survey results are received? Is it likely that nothing will be done, as has happened following previous Parish surveys?

- Carl said that CARA takes the survey answers and, through computer analysis, compares them to other Parishes and designated groups, to help evaluate the results. The Pastoral Council will receive and review the reports, and recommend actions. The reports will be made available to the Ministries, as well.

- Again, that is why the selection of questions is so important; particular areas should not be included in the questions, if there is no intention to take actions in those areas.

(c) Curt Niebrugge asked if a person is absent during the administration of the survey, would s/he still be able to take the survey.

- Carl said yes, but all survey answers must be completed by the designated date.

(d) Fr. Tony Cutcher cautioned that ultimately, he is still responsible for religious formation; despite expressed wishes of majority groups. Thus, he cannot allow any actions to be taken which are contrary to religious teachings.

e. Parish Life Commission. Discussion has been deferred to the February meeting.

f. Getting to Know St. Peter Ministries. A sub-committee (Josh Kinder, Bob Whipple, Darren Backstrom, and Jack Rivetti) was formed last month, to set parameters regarding a chair and vice-chair format for each ministry. That discussion is deferred until after the sub-committee completes that task.

g. Parishioner Comments. Carl Peirola reported that some parishioners have complained to him that at the Friday morning Eucharistic Adoration service some ladies lead parishioners in the recitation of the Rosary, out loud. This disrupts the “quiet time” of prayer and contemplation with the Blessed Sacrament.

- It was suggested that Carl ask the ladies to move to the Chapel for the recitation of the Rosary.

4. Pastor Comments

Fr. Tony Cutcher addressed several topics, as follows:

a. Business Manager items:

- (1) Work on repairing and logging of all the doors is now complete.
- (2) The school received a Security Grant and upgraded the front school doors for improved security.
- (3) Work to upgrade plumbing in the school is ongoing.
- (4) \$329K is currently “in the bank”.
- (5) Our Financial Position (Balance Sheet) now shows, as a liability, the \$ balance of each of our organizations; we are holding those earmarked funds in our single account, rather than each organization having its own separate account.
- (6) Work on the upgrade of lighting in the parking lot is ongoing.

b. Pastor items:

- (1) All is going well at St. Peter Parish.
- (2) Communication with the Parishes of Old North Dayton is ongoing, and Fr. Tony is working with the Diocese on overall planning, and the impact on Region XII.
- (3) Christmas services went well, with a number of positive comments. Attendance numbers at all Masses indicate that some can be eliminated next year.
- (4) The Children’s Choir has significantly decreased in number, because it is no longer part of the school curriculum. Thought is being given to how the Children’s Mass can be changed to focus more on the children.
- (5) Attention is now being given to Easter Season services. Holy Week and Easter Vigil services will take place at Our Lady of the Rosary Church this year, instead of at St. Peter Church.
- (6) Changes have been made in the office area.
- (7) A few other minor maintenance issues were mentioned.

5. Closing Prayer.

There being no further business, Jack Rivetti offered a closing prayer.

6. Adjournment.

The meeting was adjourned at 8:37 P.M.

v/r, -mjl- :-)