

**OLPH PPC  
Agenda  
1/19/09  
7:30  
Francis Room**

- Opening Prayer - Anne
- Approval of December Minutes - Kathy
- Status of Open Projects - Mike
- Review Footprints in the Snow/Prayer Tree Initiatives - Kathy
- Discuss Final Community Leaders (Primary/Secondary) - Erin
- Discuss Upcoming Community meetings and strategy -Mike
  - Review Letter to Ministries
  - Review timing
  - Review "Blueprint for meeting"
- Update on Appreciation Dinner - Marilyn
- Discuss 2009 new member selection process - Erin
- Breakout discussion - Key objectives for 2009
  - Three groups - Question - What are our top 5 objectives for the PPC for 2009?
- Pastor Discussion/Update - Father Hickey
- Announcements
  - Parish Leadership Day (2/7/09) - Erin
  - Next Meeting - February 16th meeting
  - Request for Opening and Closing Prayer for next meeting.
- Closing Prayer - Erin

## Minutes of the January 19, 2009 Parish Council Meeting

Meeting called to order at 7:30 p.m. by Chairman Mike Burton

Those present: Jim Lacivita, Kevin Baudhuin, Dana Hayes, Anne Schank, Larry Ball, Kevin Shaunessy, Mary Fran Dolan, Kathy Heublein, Bill Lynch, Mike Burton, Erin Maiorca, Fr. Tom Hickey

Absent: Marilyn Jansen, Bob Hicks, Art Olivera

- Opening prayer offered by Anne Schank.
- Minutes of December meeting were approved by consensus.
- Mike discussed the list of open projects. He will update for the February meeting.
- Kathy and the Task Force talked about the Footprints initiative.
  1. Asked for feedback from the council
    - Should we offer more on the project side in this initiative now that the spiritual side of the prayer tree effort is expanding?
    - Proposed the idea of a “needs and deeds” ministry.
    - Advice of the Council was to wait and listen and take the initiatives to communities.
  2. Will make a request to display the trees more prominently.
  3. Will redo the frames and verbiage to make instructions more clear.
  4. Discussed the possibility of asking that one particular grade of students be assigned to the footprints initiative each year as a service project, if the program continues.
  5. Allow time for the community at large to digest this project, and then perhaps expand.
  6. Discussed the possibility of tracking the number of participants offering intentions and participating in praying.
  7. Keep in the direction of “economic times”.
- Discussion of Assignments of PPC Members to Communities was led by Erin.
  1. Document was generated from the by-laws that the council would have liaisons to the communities.
  2. Liaisons should find a night to convene their communities before the Feb board meeting and Appreciation Dinner.
  3. Mike will inquire about room availability for the week.
- Appreciation Dinner
  1. In the absence of Marilyn, Mike led the discussion.
  2. Mike and Char and Kathy will do the invitations-date is February 18, 2009.
  3. Mass will be offered at 6p.m. followed by dinner in McDonnell Hall.
  4. All members should help with dinner set up/clean up.
- Mike began discussion about the new member process which needs to begin in the next month.
  1. Task force shall follow by-laws.
  2. Should begin process immediately so as to not have time issues.
  3. Important to be all encompassing in our new members.
- Fr. Hickey’s Report

1. Adult Education in the next month or 2 will come out with a plan for our parish-we need to continue to be life- long learners in our faith.
  2. Important that we provide quality programs.
  3. Need for Youth Ministry Leader
    - a. Need is great.
    - b. Question is "What do we know from other places and what works?"
    - c. Would like to have someone to hire by March 2009-would like to spend time next month discussing the needs/qualities/programs-ideas include service projects, a retreat in addition to Kairos, and the parent dimension.
  4. Fr. stated that the Archdiocese has put a freeze on all salaries for the next year due to economic conditions /health insurance benefits will stay the same/hopefully no employees let go.
    - a. This creates difficulty for lower paid people.
    - b. There will be no tuition increase for next year.
    - c. More use from the Needy Family Fund will be needed.
    - d. Budget will be cut wherever it can.
    - e. Some parish projects will be put on hold.
  5. Sister Paulanne will celebrate 50 years as a religious woman this year.
    - a. June 12, 2009 is her day of anniversary.
    - b. Plans might include mass in the evening with a picnic, contributions to the Needy Family Fund.
- Erin announced the Archdiocese Parish Leadership Day.
    1. Feb. 7, 2009
    2. Sign up if interested.
  - Next meeting is February 16, 2009.
    1. Kathy Heublein will do opening prayer.
    2. Larry Ball will do closing prayer.
  - Mary Fran spoke about the "Catholic's Come Home" video series that will be coming up Dec. 2009 –it is very good and will inspire people to come back to our faith.
  - Mary Fran spoke about "Catholic's at the Capitol"-a meeting with legislators to discuss upholding Catholic values.
  - The Council broke into groups for discussion of the vision of what we want PPC to accomplish in 2009. The groups determined these ideas to be of priority:

#### Group 1

- Get communities off and running.
- Make certain we provide information to have strong candidates for the PPC.
- Create a greater communication with finance.
- Be a better partner to Fr. Hickey to should his responsibilities.

#### Group 2

- Establish confidence that we will provide benefits to the communities.
- See through the Footprints initiative and elicit involvement thru the faith community.
- Streamline the selection process stages for candidates to the PPC-attract, interview, selection and orientation.
- Help to develop outline for the youth ministry.

#### Group 3

- Help to develop a youth program-provide leadership and support to Fr. Hickey for the process.
- Give leadership support to communities.
- Offer our time and talent to the greater parish.
- Promote more involvement of parishioners in programs that are offered.
- Seek young members to balance the council.
- Develop child/parent parish wide programs.
- Develop long term vision to PPC.
- Develop openness to acceptance to ministries.

#### Fr. Hickey's Vision

- Parish survey developed.
- Get better at developing his vision.
- Have the PPC become more visible.
- Provide a greater outreach to young families.
- Develop a successful and strong youth ministry.
- Continue to develop strong music ministry (huge improvement noted due to Russell Sterns work).
- Focus on building a community of faithful in our parish.
- Continue plans for access to McDonnell Hall.
- Continue to make good use of facilities-playdium.
- Continue plans to improve the parking lot.

Meeting adjourned at 9:00p.m.

Respectfully submitted,

Kathy Heublein  
Secretary

Attach: Community Liaison Assignment sheet/Community Leadership team paper/Community Ministries/Footprints/Agenda



## Footprints Prayer Tree Effort



Our **footprints** lead us to walk with another - we can carry each other's burdens and lift each other up through prayer. The Parish Council invites you to leave your **footprints** in someone's life through the gift of prayer.

Beginning at Christmas and continuing throughout the year you will see two new symbols of our efforts to lift up those in need through prayer. Prayer Baskets, which will be located at the rear of the church, in the Youth Office and in the School and Religious Ed offices, will give us an opportunity to reach out to our family, either for ourselves or for others, for help through prayer. The Prayer Tree will give each of us an opportunity to lift up those in need through prayer and thereby leave **footprints** of our own.

### **Know Someone Who Needs to Be Lifted Through Prayer?**

Add Your Intentions  
to the  
**Prayer Baskets**

People in our FAMILY are in need of your prayers, especially in these most challenging of economic times.

- If you or someone you know is in need of prayer, please complete a **footprint** prayer card and add it to one of the Prayer Baskets.
- The baskets with completed prayer intention cards will be brought to the altar during the offertory of the Mass.
- Each day the **footprint** cards will be added to the Prayer Trees located on the altars.

### **Want To Leave Footprints?**

Find Someone Who Needs Your Prayers on the  
**Prayer Trees**

We know that God welcomes all prayers.

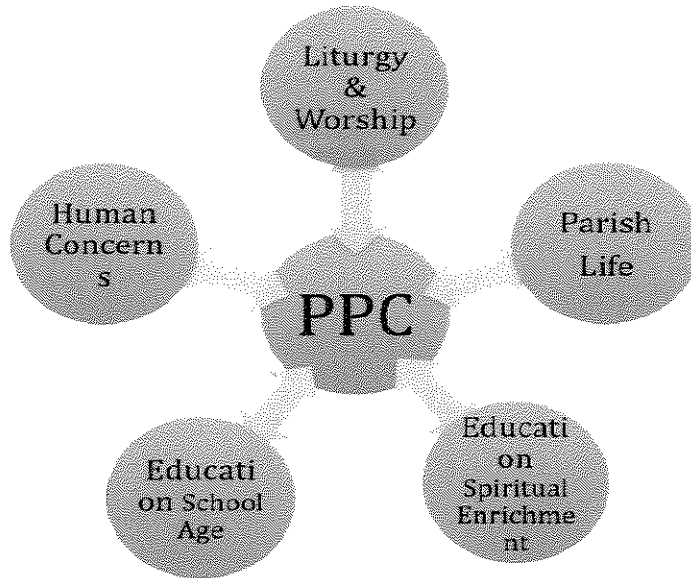
- Take a **footprint** prayer card from one of the Prayer Trees located on the altars.
- Please take one **footprint** at a time and put all your power of prayer into this one effort for two weeks. Please respect the importance of the request, and only take up a footprint if you are willing to walk with and carry someone's burden through the power of your prayers.

Parents, please assist your children if they wish to participate. Perhaps you can pray together each day. What a powerful lesson they can learn through our example and participation.

The power of prayer is unending. Please return to pray for another **footprint** intention when you have COMPLETED your first petition.

# O U R L A D Y

## O F P E R P E T U A L H E L P



<i>Community</i>	<i>Primary Liaison</i>	<i>Secondary Liaison</i>	<i>Ministries</i>
Liturgy & Worship	Kathy Heublein	Bill Lynch	Arts & Environment, Eucharistic Ministers, Lectors, Liturgy Board, Servers, & Ushers
Parish Life	Mary Fran Dolan Jim Lacivita	Kevin Baudhuin Larry Ball	Women's Club, Men's Club, Business Networking, Fellowship, Good timers, Phoenix, Singles, Welcoming, Book Club, Knights of Columbus, Scouts, Moms and Tots, Special Events,
Education – Spiritual Enrichment	Dana Hayes	Ann Schank	RCIA, Pre Cana, Youth Group, Parish Mission, Renew Faith, Baptismal Prep, Bible Study
Education – School Age	Char Sparrow	Kevin Shaughnessy	School, SPRED, Religious Education
Human Concerns	Marilyn Jansen	Art Olivera	Sharing, Micah, CARS, Respect Life, Sharing, Ministry of Care, Bereavement
Finance Liason	Robert Hicks		

### **Community Leadership Team**

Each of the Communities will have its own Leadership Team. The Community Leadership Team is comprised of representatives from their respective ministries. The structure of the Community Leadership Team is as follows:

- X. Convene the community
- XI. As noted above, the PPC Community Leader heads the Community Leadership Team.
- XII. Each ministry appoints, assigns or elects a representative to their Community Leadership Team.
- XIII. Each of the Community Leadership Teams meets the third (3<sup>rd</sup>) Monday of the month, excluding July and December, on a regularly scheduled basis.
- XIV. The Community Leadership Team appoints a secretary from the ministry representation.
- XV. The information from the previous PPC meeting is distributed in advance of the meetings.
- XVI. Members may put an item on the Agenda by requesting it in writing to the Community Leader at least one (1) week before the scheduled meeting.
- XVII. Agenda items for Community Team meetings include ministry business of the Community and information to be disseminated from the PPC.
- XVIII. Minutes from the meeting are distributed to all representatives of their respective Community Leadership Team and to all Community Leaders.

### **Appendix B - Initial Community Leader Responsibilities**

Upon initiating the new PPC structure, the Community Leaders in conjunction with the Community Leadership Team will:

- I. Develop Community Mission Statement centered on its area of concern.
- II. Formulate a clear picture of organizational structure and role in relationship to the PPC.
- III. Suggest further implementation of the Pastor's Vision and its maintenance.
- IV. Recommend goals, priorities and initiatives of the Community.
- V. Establish timelines to complete goals during the upcoming year.
- VI. Mobilize support of the Community ministries.