

OLPH Parish Pastoral Council

Meeting Minutes

December 18, 2017

PPC members present:

Fr. Jerry Boland	Y	Kevin Boyle		Marty Guerrero	Y	Bob Michels	Y
Fr. Nick Kostyk		Cathy Condon	Y	Mike Hood	Y	Cindy Moody	Y
Fr. Isaac Lara		Tim Daniels	Y	Mara Lindsay	Y	Bill Nelson	Y
		Laura Flentye	Y	Bill McCabe	Y	Bob Pirsein	Y
		Maria Grable	Y	Mark McKinley	Y	Rob Orr	Y

Opening Prayer *offered by Laura*

Approval of Minutes / Christmas Tradition

Mara

November minutes were approved
PPC members shared family Advent/Christmas traditions.

Communication Update

Melissa

Melissa Conroy, Director of Communications, attended the Parish Council meeting and presented an update on communications at OLPH.

The current communications focus is on the Advent/Christmas season. The theme for this year is, *Come Together as We Await the Wonder*. Banners positioned around the outside of the church grounds, signs in vestibule/entry areas, images in bulletin and eBLAST, Christmas Card from Father Boland all share this Advent/Christmas theme. Melissa described postings and updates regarding Advent/Christmas messaging and events on Facebook and Instagram pages.

Updates have been made to the video monitor in the South Vestibule. Additionally, the Parishes offices/staff have officially moved to the new Parish Center. Updates to email addresses, phone numbers have been communicated and new business cards are being printed. Melissa is also working on a sign for the new Parish Center.

Updates have also been made to new member folder materials which include personalized letters, current material dependant on Liturgical season, upcoming events, parish staff contact information. New Parishioner email addresses are added to Constant Contact

October and November were very busy months in the OLPH community. Updates to Glenview Road signage are coming soon. Melissa is exploring possibility of a more

permanent sign on Glenview Road. Additionally, the updated Ministry Directory will be formatted and made print/publicize ready after the Advent/Christmas season. Website updates are in progress, working on color scheme changes, links to digital recordings and ministry directory.

Annual Report for 2017 has been distributed with new updates for the current year including more detailed information on Needy Family Fund and updated staff photos. Planned Offertory forms have been distributed and responses are being received.

Melissa is working with a parish volunteer to create a Youth ministry logo. Logo will help youth identify pages/announcements on website, bulletin, eBLASTS that are relevant to Youth Ministry events and announcements. The goal is to call more direct attention to Youth Ministry specific events and information.

Melissa introduced the idea of a Communications Advisory Board which would be comprised of 8-10 people participating in an estimated 5-20 hours per/month and 1 monthly meeting. This group could offer a comprehensive view of and tactical support for Communications. Candidates would ideally be familiar with current communications, focus on faith, understanding of budget constraints, relevant communications skills/experience, open to adult and youth candidates. Ideas for potential projects would include; identity branding/style, research and evaluate email marketing programs (options other than Constant Contact), evaluate and evolve website, process/support for new ideas. Melissa will draft a bulletin notice and PPC will reach out to Ministry Leaders to invite applicants. PPC will help interview candidates.

Emergency Operations Plan is creating communication networks within the Parish which will create new avenues for communications regarding emergencies and many other events/initiatives at OLPH.

Additional discussion regarding the use of Twitter as a form of Parish Communication. Melissa will update the social media/ Constant Contact subscription/follower numbers for our January meeting.

PPC discussion regarding website updates and processes for updating information on specific ministry web pages. Further discussion regarding potential options for online payment for tuition, programs, donations etc at OLPH. . PPC will look into options for streamlining online payment system that would be consistent throughout OLPH.

Miscellaneous updates and topics

Mike

Mike presented an update on the Youth Ministry which included ongoing focus on middle school age group, need for support to help Youth Ministry gain more participation at events/programs. Cathy and Marti continue to work as liaisons to Randy and the Youth

Ministry. Discussion regarding the formation of a parent group to support Youth Ministry and encourage participation and engagement in Youth Ministry programs/events. Discussion regarding PPC support for Youth Ministry, specifically in the domains of youth engagement and parent participation. Focus on building relationships with youth and parents, ideas include connecting with RE classes, connecting at Youth Mass, engaging Youth in inviting one another to events/activities, providing a wide variety of opportunities for participation, engaging parents in the process and planning of future events/activities. PPC will invite Randy McGraw to attend January PPC meeting.

Mike met with Judy Dempsey from St. Norbert's and will connect Randy with Youth Ministry liaison from St. Norbert's to share ideas. In the Spirit of Renew My Church, Mike has offered to help facilitate a meet and greet and idea sharing opportunity for parishes in our grouping. Rob and Mike will also share information regarding Each One Bring One with Judy Dempsey from St. Norbert.

Emergency Operations Plan is almost complete. Next steps will be training for key personnel. Trainings are a critical component to the completion and roll out of the Emergency Operations Plan.

Parish Council Service Report

Mike, Laura, Mara

Mike offered ideas for Winter service projects including Catholic Charities, Greater Chicago Food Depository, Feed My Starving Children, Hilda's Place in Evanston. PPC members will email thoughts and preferences to Mike.

Deanery

Bill

Bill provided an update on most recent Deanery meeting (11 parishes in our area, meet 4 times/year). Current discussions are focused on Renew My Church. Bill distributed copies of Church, Faith and Future by Lois J. Camelli. Bill summarized the information presented in the book as they relate to the mission and purpose of Renew My Church. Deanery discussions also include Transformation process. Bill presented information on the Ministry Resource Network and the updated Ministry Directory. Bill highlighted the opportunities for sharing between/among parishes fostered by Transformation process and Renew My Church.

Bill reported that Bishop Kane will be retiring this year.

Deanery representatives discussed changes to School Tax Credit and also the importance of creating an Emergency Action Plan

Transformation

Rob

Rob provided an update on Transformation. Transformation Team will be offering “mini camps.” First will be a viewing of Father Pat McGrath’s presentation video from the Summit, the second session will be Father Kartje presenting on Science and Religion, third session will be in March (speaker and topic is still being developed) and fourth will be Youth minister from St. Norbert’s. Goal of these 4 “mini camps” is to engage parishioners, specifically youth and parents.

Entering 3rd year of Transformation process, set new goals and focus areas for the future. Transformation team is working on Catechesis as the new theme/focus area for the coming year.

Engagement

Mara

Engagement team and communications worked collaboratively to create Advent/Christmas images and messaging for Bulletin, eBLAST, banners and signs around campus. Theme is *Come Together as we Await the Wonder*.

OLPH 101

Celebrating Ministry Work events will occur again during the liturgical season between Easter and Pentecost. Engagement team is working to design event(s) to highlight the incredible work of the many ministries at OLPH.

Ministry Appreciation

Laura

Laura reviewed the various roles and responsibilities for the upcoming Ministry Appreciation Mass and Reception in February. PPC members will sign up and request information from Laura for specific tasks. Invitations will be sent in January.

Pastor’s Report

Fr. Boland

Fr. Boland discussed the many wonderful things happening presently at OLPH which reflect the vitality of our parish. Fr. Boland elaborated on the formation of the CHRP Continuation Ministry and the importance of that particular ministry. Fr. Boland also reflected on the important work of the Transformation Team and the continued growth, energy and vitality fostered by Transformation. He commented on the significance of the Each One Bring One initiative and the integration of this message into our parish community.

Fr. Boland reported that our three seminarians have completed their first semester and have had a positive learning experience here at OLPH. Fr. Boland also described the important work of the parish social worker who continues to help people set goals and

make change in their lives. He also reported that the move to Parish Center is complete and has been a positive change for staff at OLPH.

In relation to parish finances, Fr. Boland and PPC will work collaboratively to prioritize projects for the next phase of Capital Campaign in the new year. The first phase of Capital Campaign projects were greatly impactful. General Offertory contributions have made up for the budget deficit that occurred in the early fall time period. Planned Offertory contributions increased this year.

Fr. Boland also reported that RE and School programs will include more focus on issues related to bullying. OLPH is committed to providing ongoing support for our youth and parents through programs and resources

Closing Prayer *offered by Cathy Condon*

Minutes respectfully submitted by Mara Lindsay