

**OLPH Parish Pastoral Council
Meeting Minutes - July 17, 2017**

PPC members present:

Fr. Jerry Boland	Y	Kevin Boyle		Marty Guerrero		Bob Michels	Y
Fr. Nick Kostyk		Cathy Condon	Y	Mike Hood	Y	Cindy Moody	Y
Fr. Isaac Lara	Y	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

New Member Orientation (early start 7:00 pm)

PPC officers facilitated an Orientation for new Parish Pastoral Council members which included distribution of PPC By-Laws, Confidentiality Agreements and review of PPC Orientation PowerPoint presentation and discussion regarding PPC structure and Ministry Communities /Liaison Teams.

Opening Prayer offered by Mara

2017-2018 PPC Goals Discussion

Mike discussed Parish Council goals and accomplishments from 2016-2017 year. Mike further discussed the purpose of goal setting on Parish Council and asked PPC members to reflect on new PPC goals for 2017-2018 year. Mike requested that PPC members email goals for 2017-2018 to him by the first week in August.

Goals for consideration for 2017-2018 include:

- 1) Ongoing efforts toward broad reaching engagement at OLPH including support for and promotion of Each One Bring One initiative, emphasizing personal invitations and relationships.
- 2) Support for our new Youth Minister Randy McGraw as he begins his work here at OLPH.
- 3) Review and revise communication methods and strategies at OLPH. Further discussion needed regarding communications and how to reach different age groups of our multigenerational parish. Current modes of outreach/communication include website, weekly bulletin, weekly email blast, video output in vestibule, Facebook, Twitter, Instagram, podcasts, mailings. PPC will work with Melissa Conroy to envision more interactive and user friendly website and decide whether replacement for The City is needed. PPC will create a plan to encourage parishioners to subscribe to weekly email blast.

Parish Council and Service

Mike introduced the idea of organizing Parish Council supported service projects and hospitality meet and greets throughout 2017-2018 (ex. Brown Bags for Sister Paulanne, trip to Des Plaines

Soup Kitchen, Feed My Starving Children and additional Sunday hospitality meet and greet Sunday after mass). Fr. Boland emphasized the role of Parish Council members in helping parishioners feel connected in a large faith community such as OLPH. Mike, Mara and Laura will look at OLPH master calendar and decide on October date for a PPC facilitated Service Project. Date will be selected prior to August Meeting.

OLPH Ministry Directory

Mara gave background of current OLPH Ministry Directory which was created by Mary Kay Haben in 2012 and the initiative of the newly created Ministry Resource Network and Parish Council in updating this valuable resource/engagement tool. Ministry Directory is in the process of being updated to reflect new ministries and to update the mission narratives and contact information for all ministries. Bob and Bill volunteered to help with final edits of this document. PPC will share ideas for how to share and use this resource with the parish. PPC will work in partnership with Engagement Ministry, MRN and Melissa Conroy to share this resource and create an interactive, user friendly version of directory resource for the website. PPC will work to create more opportunities for sharing/inviting people in to ministry work. Further discussion about creating opportunities for more personal connections between ministries and parishioners. The goal is to share the mission and work of the 65+ ministries to the broader OLPH faith community, make personal connections between parishioners and ministries, share the joy of ministry work, extend invitations to participate in ministry work through Each One Bring One.

Ministry Update

Mike Hood offered historical review of PPC Ministry Liaison teams and Ministry Communities at OLPH. Distribution of Ministry Liaison Structure, Ministry Leader Contact Information and Ministry Outreach and Connection documents. Discussion about making personal connections between PPC ministry liaisons and individual ministries though face to face meetings, phone calls and attending ministry meetings, recognizing that each ministry has unique needs (some ministries may need participation and support while other ministries may simply appreciate humble presence and affirmation). PPC will focus on making personal connections with each ministry in their ministry community during the 2017-2018 year. PPC Ministry Liaison teams will share updates from ministries throughout the year.

Transformation Update

Rob Orr gave background information/history of Parish Transformation Initiative at OLPH. Review of Parish Transformation highlights for 2016-2017 and discussion regarding upcoming Parish Transformation "Review and Renew" retreat July 29, 2017. Retreat will include presentations from new Youth Minister Randy McGraw, Bob Hicks and the newly formed Ministry Resource Network which will encourage mutual sharing between parishes.

Ongoing goals for Parish Transformation Initiative include strategies/methods for communication, digital ministry, engagement and Each One Bring One initiative. PPC will help communicate information about Each One Bring One and encourage ministry leaders to

participate in Each One Bring One campaign. Long term goals include ongoing connection with and evolution of Engagement/Welcoming Ministry.

Finance Committee Update

Bob Michels gave update on budgeting and finance at OLPH.

- 1) Bob offered praise and gratitude for Nancy Schwider and her incredible work at OLPH for the past 10 years. Bob announced the appointment of Jim Dollard, the new director of Parish Finances and Operations who began on July 17, 2017.
- 2) Summary of parish finances- Bob distributes OLPH Revenue and Expenditure spreadsheets which included information from past and present years. General Offertory collections, which comprised about 84% of the parish revenues, were down about 1% from last year and were about 6% lower than what was budgeted for the year. It is hoped that in the coming year the General Offertory contributions will pick up. Discussion about weekly collections, First Fruits and Planned Offertory programs. It is anticipated that the First Fruits contribution will remain at 6% in the coming year. Discussion about need to further explain and clarify First Fruits and Planned Offertory Programs at OLPH.
- 3) Update on OLPH School finances and enrollment numbers. Enrollment numbers increased this year, which had a positive effect on school finances. Discussion regarding Finance Council goal of integration/transparency of school and parish finances, and its continuing work in that area. Discussion of efforts the Finance Council over recent years to set the amount of the parish yearly subsidy of the school at a level consistent with archdiocesan standards and practice.
- 4) Update on Finance Council initiative to ensure that “in-parish tuition rates” are given to families with children at OLPH School that fulfill the annual offertory requirement of parishioners (currently \$480/year). Families must maintain parishioner status to receive “in-parish tuition rates.” Bob emphasized that financial assistance is available for school families in need.
- 5) Update on Capital Campaign contributions, OLPH remain short of our goal of \$5.5 million. Nancy Schwider and Jim Dollard are in the process of confirming the precise amount pledged for the campaign, analyzing the anticipated timing of the receipts of funds from those pledges, and planning for Capital Campaign projects accordingly. Discussion about how, at some point, the Parish Council may have to prioritize or adjust the scope of projects based on current Capital Campaign funds raised/available.

Future Dates (Ministry Appreciation / Summit)

Mike will review OLPH 2017-2018 calendar to finalize dates for Annual Summit and Ministry Appreciation Mass and Dinner Reception.

Summit: Possible Dates- Saturday, November 4th or 11th

Ministry Appreciation Mass and Dinner: Possible Date- Sunday, February 25th

Capital Campaign Update

Bob Michels and Fr. Boland discussed current pledges for Capital Campaign. Ongoing discussion regarding prioritization of projects based on current/actual Capital Campaign

collections. Current Capital Campaign projects include office and meeting spaces on the 2nd floor in the former convent which will be finished in September, renovation/repairs to the front steps of church to begin soon, updated sound system in church, creation of new Youth Ministry and Music Ministry spaces.

Youth Minister Update

Randy McGraw began on July 1st and has been meeting with staff members, ministries, families and parishioners. Randy will continue to attend ministry meetings and meet with families throughout the remainder of the summer and will hold open house/meet and greet in the coming months.

Pastor's Report

Father Boland discussed the idea of "mission" in our faith community at OLPH. Father Boland defined mission as a "larger more powerful force behind why we are doing what we are doing and how we are living out the message of Christ." Father explained that the mission of the Parish Council is to support parish life, address needs of faith community, offer encouragement and affirmation to ministries to help OLPH continue to grow and flourish. Father Boland emphasized the importance of the role of Parish Council members and encouraged PPC members to listen to parishioners and to practice patience with the process of parish growth and vitality. Father Boland urged PPC members to be "ministers of encouragement and affirmation" and work toward the mission of building community at OLPH. Father Boland also expressed gratitude for the strong sense of mission and participation in mission work that exists at OLPH parish.

Father Boland introduced focus ideas for the 2017-2018 year.

- 1) Ongoing emphasis on engagement
- 2) Education about and participation in Renew my Church Archdiocesan Initiative
- 3) Continued support of and participation in Parish Transformation
- 4) Formation of CHRP Continuation Team at OLPH
- 5) Support for spiritual direction/coaching initiatives
- 6) Support for the Domestic Violence Outreach. DV Outreach ministries from OL and St. Catherine's will join together to support those in need of resources in the area.
- 7) Support changes in Archdiocesan Seminary Formation Program to become more "experiential." OLPH was asked to be one of the teaching parishes (2-3 seminarians will be assigned to OLPH) and Father Boland asked for volunteers to work with seminarians.
- 8) Support SPRED Ministry to continue to be integrated into liturgy and sacramental experiences here at OLPH.

Father also elaborated on significant staff changes this year at OLPH which include a new Youth Minister and new Director of Finance and Operations. Randy McGraw, the new Youth Minister, began July 1st, currently meeting with families, plans to open house and ministry meeting in the coming months. Randy McGraw will attend next PPC meeting in August. Jim Dollard, the new Director of Finance and Operations, began July 17th. Nancy Schwider is helping Jim transition into his new role over the next two weeks.

Closing Prayer offered by Laura.

Minutes respectfully submitted by Mara Lindsay