

**St. Gabriel the Archangel Church  
Parish Council Meeting Minutes December 6, 2017**

**Members Present:** Eric Schrenger, Kathy Stivers, Lauren Gunter, Mike O'Neil, Donna Hansen, Evie Yaden, Brittney Brown, Mark Frederick, Fr. John Schwartzlose

**Members Absent:** Fr. Sean McKinley, Deacon Stephen Bowling, Deacon Mike Fitzmayer, Miranda Wantland, Adrian Warfield

**Special Guests** - None for this meeting

**Opening Prayer** – presented by Lauren Gunter

**Closing Prayer** – presented by Kathy Stivers

**New Business:**

- Discussed School report. Highlights included a new committee being formed to investigate the process of becoming a Green Ribbon school. As well as WHAS11 coming to the school on 12/12 to film live. St. Vincent De Paul will also be at the school that morning.
- Reviewed the Faith in Action report. Eric will follow up with Therese regarding the questions/needs posed in the report. Following up regarding Rev. Ron, the Parish Council would like to see if he is available to be our guest speaker for either the month of January or February.
- Noted that the Parish Council Mass will be held on March 4th 2018 at 10:00a. This will be discussed further at the January meeting.
- Quilters now have a space to use on Thursdays in the Ministry house. Moving 2 workstations into the back where the quilters room was.
- Explore reporting mechanisms; which committees should report or not. There must be a committee structure.

**Ongoing Items - Strategic Plan**

- 4 blockers need to be filled out for all items that should be coming to an end within the next 6 months. Pillars must be sure to bring completed 4 blockers to the January meeting.
  - The following Strategic Plan items were discussed
    - The Strategic Plan excel sheet needs to be updated. Cells need to be removed and it needs to be standardized. Verify all items are up to date.
    - Use 4 blockers but only come back to Strategic plan to close out or update. If item is needing to be reopened, proceed and fill out 4 blocker then bring to next meeting.
    - \*2.3.6 - This is a work in progress and efforts are ongoing. Mark (or Adrian/Donna) will follow up and have contact with Amanda. Interviews conducted with staff asking what their needs were, where do they need more support, etc. Along with this process a contractor (Susie) has been hired to assist with data entry.
    - Stewardship cards are in; information catalogued already! Normally take 9 months to complete.
    - \*4.1.1 - More structure needed to “bring in and engage” new members.
- Video will be created to use for meet & greet with new members. Video will be used to show what we're proud of, shown in orientations, new member meeting, etc.

-How are we contacting/reviewing members regarding their stewardship choices. There is a Stewardship committee and a New Members group. New member group is working with Amanda & Tim.

-Engage parish in trying to uncover the past in pictures and videos; develop network off parish families to assist in reaching out and engaging new members in events, meet & greets, etc.

--Important to “pick brains” of new members, get a different perspective.

--Evoke community, look at what new people and leaving members say.

### **Committee Reports:**

- **School** - See below
- **Worship** – No report at this time
- **Administration** – No report at this time
- **Finance** - No report at this time
- **Faith In Action** - See below

### **Proposed topics for next meeting:**

- Follow up on Strategic Plan updates
- Continue to pray over Discernment and discuss at next meeting
- Changes to Parish Bylaws- Eric will review and discuss
- Celebrating/showing accomplishments made regarding the Strategic Plan

**Next Parish Council meeting** – will be held on January 10th 2018 at 6:30pm in the Ministry House; opening prayer will be presented by Eric Schrenger and closing prayer will be presented by Fr. John Schwartzlose.

Submitted by Brittney Brown, Secretary of Parish Council

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Date: 12/6/17

Committee: School

Submitted by: Kathy Stivers

#### RECENT EVENTS/ACCOMPLISHMENTS:

- Student Showcase was very successful.
- Student Council collected 8,293 cans of food during Thanksgiving food drive.
- Cafeteria change to Taher School Lunch Service has gone well. Some small items need to be addressed but overall this has been a positive experience. Parish committee is continuing regular meetings to evaluate and stay up to date on changes.

#### UPCOMING EVENTS/PLANS:

- WHAS Great Day Live will be here Tuesday, December 12 to do three 2 minute videos to promote our parish, school, and preschool.
- Pre School and school staff continue to meet on regular basis to collaborate on various activities and ideas. This will continue throughout the school year.
- A committee has been organized to begin to investigate process to achieve recognition as a Green Ribbon School. This award recognizes the highest performing green and healthy schools in the nation. The Kentucky Department of Education works in conjunction with the U.S. Department of Education on this endeavor.
- Our 7<sup>th</sup> graders are presenting a daily Advent prayer service on the morning newscast. This tradition has been in place for many years. Students will light the Advent wreath and have a scripture reading. They will then tell about the clue for the day as the journey continues for the prize at the end of Advent. The 7<sup>th</sup> graders will take a symbol of the clue to each classroom to be put on the Jesse Tree. The prize at the end of course is Jesus.

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Date: 2017 December

Committee: Faith in Action

Submitted by: Therese

RECENT EVENTS/ACCOMPLISHMENTS:

**RCIA** - Family work and school responsibilities pull families in a variety of directions which makes follow-through on the RCIA long term commitment difficult. Families coming to us this year have a wide variety of faith journey stories. Bottom line: I do not yet have a solid commitment from everyone who originally expressed interest in pursuing completion of their Sacraments of Initiation and/or becoming Catholic. Two families have decided this isn't their year. Two other families believe this is the year. Another family is participating and will enter the Church after an annulment, most probably after Easter. Other families remain in the discernment process.

**Come to the Stable** - The 6:30 – 8pm presentation by Brother Bob Baxter, OFM took place on Thursday, November 30 in St. Gabriel Church. There were 21 participants including 5 children. Those attending gave the evening high reviews. Several want Bro. Bob to return next year to do the same presentation. We will ask him.

Note: Brother Bob and I are checking calendars for him to be here to lead one of the Lenten stations of the cross

**St. Gabriel Day at Franciscan Kitchen** – Submitted by Betty Osborne for service on Sat. Nov 25<sup>th</sup>

- We have a slide show on Facebook from photos taken by Dan Dobson
- A group of 17 enthusiastic parishioners of all ages went to the kitchen the Saturday after Thanksgiving. Good experience...
- Food prep was mostly peeling pounds of potatoes. After that and between serving clients, volunteers cleaned the shelves, walls and floors. We ate with the clients and listened to their stories including how thankful they were for us volunteering, as the kitchen is not always open on Saturday.
- I (Betty) will call Chuck (director) and ask where the biggest need might be. He said that during this time of year the snowbirds who are his workers are not in Louisville.

**Respect Life Committee** – No report this month.

**SVdP Report** –Submitted by Judy Hellmann, SVdP Treasurer

- November church donations totaled \$4799. Contributions from other churches to help with large cases totaled \$50. Our total income was \$ 4,849.
- **The client aid given out was \$5,374.** We ended the month with a total balance of **\$5,570**
- In November we responded to 88 calls for help providing 269 people with assistance. This includes one home visit we made this month. We approved and paid for back rent to keep a single mother and 3 children in their home. The home visits are to offer additional support when the financial need is greater than Fern Creek can handle.
- FYI: SVdP Notes: We put a plea in the bulletin twice in November to help us get through this Thanksgiving season since our parish donations are generally lower with the holiday.
- We had about \$300 more in parish donations than last year, and 2 bible study groups generously responded with another \$420 for which we greatly appreciate.

- SVDP sent 5 members to the Re-Imagine Charity seminar. The speaker differentiated between giving charity for chronic situations where financial stress is ongoing, and for people who are in crises situations. He said “people will always need help in crisis and we must be responsive. Chronic needs require more imaginative ways to help change long term situations. Continuing to give one generation after another supports their continuing in this state in life. This becomes toxic charity.”
  - SVDP meets crisis situations.
 

Our clients are struggling thru times of illness, job losses and other traumatic situations that have caused immediate needs. Our general policy is to help individuals only one time a year unless circumstances seem to warrant additional help. Our motto is: “give a hand UP not a hand out.
  - All of our clients go through a screening process at one of the Louisville ministries which eliminates people who need ongoing or repetitive support. Chronic needs are handled through other local agencies who assist. The exception to having a person register may be if a parish member has immediate needs and we know of their situation.

**Re-Imagine Charity Workshop** (Sponsored by Catholic Charities) – About 70 people attended this Sat., Nov. 4<sup>th</sup> event! The largest group represented came from various SVdP societies including many from St. Gabriel’s SVdP society. Energy generated by the ideas presented was high. **Note:** Common Table, an outreach from Catholic Charities provided wonderful spread for a continental breakfast. A representative of a Fern Creek Women’s group has asked for Common Table’s contact information. Hopefully the good work of Common Table will spread. It is a great way for participants in the training program to enter the job force.

#### **Fern Creek Highview United Ministries**

- **Thanksgiving Food Baskets** - Matt Scobee coordinated (Yeah Matt!). Students in school, pre-school, Parish Religious Education Program (PREP) as well as parish groups such as RCIA, Scripture study groups, families and individuals contributed to provide \_\_\_\_ baskets of food with \_\_\_\_\_ extra cans/pounds which will be donated to \_\_\_\_\_.
- **Community Thanksgiving Service** took place on Thursday, November 21<sup>st</sup>. I was out of state so did not attend.
- **Holiday Cheer Program** – Advertising for those interested in sponsoring a family for Christmas is in place. This is also sponsored by FCHUM.
- **St. Gabriel & FCHUM** - I (Therese) met with Rev. Ron, Director for FCHUM to discern which of the many monthly events are best to let St. Gabriel parishioners know exist and the best way to explain/advertise them. This was the first of a 2-part learning experience. In January I’ll be meeting with Tommy & Mary (St. Gabriel parishioners who serve as board members for FCHUM).

#### **Sacraments Confirmation -**

- Two Catholic parishioners were confirmed on Dec 3 during the 8:00 am Mass. Charlotte Jewell will be married in December. Christopher Blanks will welcome his sons at the Easter vigil when they will receive their Sacraments of Initiation.
- It is my understanding that in previous years, St. Gabriel's Catholic adults waited until the Easter Vigil to be confirmed. However, sacraments celebrated during the Easter Vigil are specifically for those who have never been baptized or who are not catechized i.e. have previously participated in religious formation even if they were baptized Catholic or in another Christian tradition.
- The two adults Confirmed on Dec 3, are practicing Catholics, have a basic knowledge of faith and understand their responsibility as members of the Body of Christ. Therefore they were perfect candidates to be confirmed when ready, i.e. after a short course of instruction to update their faith.

**Mid-South Catholic Leadership Conference** – I appreciated the opportunity to attend. It had been over a decade since I had the opportunity for formation outside of regional or diocesan events. Thus: Thank you St. Gabriel for the time and thank you to the Catholic Education Foundation for the Grant.

### **Catholicism 101**

- Originally created for baptized Catholics seeking confirmation, the class was expanded to those married to or good friends with Catholics who wish to understand what Catholics believe and to Catholics wishing to update their faith.
- I was excited that 13 people originally registered. However, only 4 attended weekly with an additional 3 attending "whenever we/I can". The Faith in Action Committee will follow-up with all who registered to better understand both desire for the class and impediments to attending.

## **UPCOMING EVENTS/PLANS:**

### **Sacraments**

- **Reconciliation** – RCIA candidates (both adults and children) have been invited to participate in the region's Reconciliation service to be held on December 10, or the January 28<sup>th</sup> reconciliation service for families with children preparing for their First Communion, an individual opportunities to celebrate reconciliation on Mondays or Saturdays.

**Advent Family Festival** – This will be held on Sunday, December 10 from 11am – 2pm. It features craft activities for children, information for adults to celebrate advent at home, and a visit from St. Nick.

**Faith in Action Committee** – Meeting monthly, this small and mighty committee recognizes it is in a building year (or two) thus will move slowly as it creates a foundation of best practices and

formation programs that include both formation and experience always basing it's work in solid Catholic teaching.

- Assessing needs & interest of parishioners – The committee is looking at several ways to gather this information. Clarification of purpose and specific questions will be planned in future meetings. Thus far the processes under consideration include:
  - Committee visits – A representative from Faith in Action hopes to schedule about 10-15 minutes with each committee or team in the parish.
  - One-on-One – We realize personal conversation, face-to-face or at least over the phone, can give us rich information. Therefore we plan to start with each person who registered for the Catholicism 101 class. This includes both those who followed through and attended and those who did not.
  - Survey – Using the information gathered and analyzed in the above two processes, we will consider crafting a survey thus offering all parishioners to participate. More details on this as we progress.
- Catholic Social Teaching (CST) –The Faith in Action Committee recognizes that Catholic Social Teaching needs to be integrated if adult formation is to be holistically Catholic. We are exploring ways to insure that CST is an integral part of St. Gabriel's adult formation experience.
- Members are excited about what the Kiosk will provide. (See "Kiosk" below).

#### **Women's Conference**

- The diocese has decided to offer the conference for women and the conference for men every other year, the women in the even years and the men in the odd years. The Women's Conference will be held on Saturday, March 10 from 8:30 – 1:30 at St. Patrick Church.

#### **Retreats**

- Women - Two options available
  - 1) Overnight at Mt. St. Francis on Fri-Sat, January 19-20 with Brother Bob Baxter, OFM. Cost \$85
  - 2) 1 Day Retreat – At Epiphany Catholic Church, Saturday, March 10 with Sharon Schuhmann, Price TBDNote: This is the same day as the Women's Conference (see above). Sharon Schuhmann is reviewing her schedule to see if she can change the date. I should know for sure by next month.
- Men – the 2018 date is being discussed
- Couple –*Our Marriage is Our Treasure* will be held on Saturday, February 10 from 9am – noon at St. Patrick Parish with Teri & John Bosio.

#### **Kiosk of Books & CD's**

- Purpose: CD's (and a few books) from current speakers and authors, who have up-to-date ways of explaining/challenging our Catholic faith, proven (by parish experience throughout the US) to reach young adults and other generations as well.
- Last fiscal year the purchase was discussed during a couple of Formation Team meetings. It was decided that it can be left in the gathering area of church for folks to

take what interests them. Fr. John pointed out it's good the kiosk is on wheels since something left in one spot can become invisible, i.e. people no longer see it. The wheels will also make it easier to move when a lot of space is needed in the gathering area/narthex for other displays or events.

- I was given permission to write a grant for some of the cost. The grant was written for more than I hoped to receive. I also budgeted for less than I expected to get. However, since the grant was for \$200 less than I expected to receive, I still need to find \$200 from elsewhere in my budget. I hope to have this figured out and the Kiosk w/ CD's ordered by the end of January.
- The recommended fee for each CD on the display will be \$1.00 and each book \$3.00. These fees will provide the money to order new CD's. It is also good to know that the company will exchange unopened CD's if what was ordered ends up not being of interest to parishioners.

**Gospels 101** – To be held on Sunday mornings. Start of this postponed until 2018 Lent.

#### NEEDS/REQUESTS FROM PARISH COUNCIL:

- **Process Question** – How are answers from the Parish Council passed along to those asking for information or having questions?
- **A Reminder** - Reading your minutes, I know you discussed choosing a date for an annual review of FCHUM. Rev. Ron knows a regular time is being discussed. When you decide, please tell someone on the Faith in Action Committee (Therese or one of the members i.e. Michael Brown, Judy Hellman, Marilyn Mathis, Matt Scobee, Susan Bowling) when you wish this to occur so we can give Rev. Loughry as much lead time as possible.
- **Questions** from Faith in Action Committee:
  1. How many months do you want included in “upcoming events”?
  2. Does Parish Council have plans for a parish-wide survey or evaluation? If so, please let this committee know ASAP since we'll soon begin work on one for ourselves.

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Date: 11/28/17

Ministry: Youth

Submitted by: Anna Peterson

#### RECENT EVENTS/ACCOMPLISHMENTS:

- National Catholic Youth Conference: 8 youth attended. The event was extremely inspiring.

#### UPCOMING EVENTS/PLANS:

- College age young adult day with recent Alumni of Youth Ministry tentatively set for Dec. 18. Will contain a service component and a meal.
- Parent engagement in HS Youth Nights
- Monthly Social Events - HS
- Waiting to see about Young Adult Initiative (may hear soon after this report is submitted, in which case I will add an update as it comes.)

#### NEEDS/REQUESTS FROM PARISH COUNCIL:

- Prayers