

Immaculate Conception Pastoral Council Meeting

Agenda

Mission Statement: We live Jesus Christ by proclaiming the Gospel, by celebrating the Eucharist, by nourishing our faith, and by loving and serving all God's people.

Vision Statement: Immaculate Conception will be the vibrant expression of the presence of the Risen Christ in sacred worship and by loving and serving all God's people.

Date: November 17,2007

Time: 9:00am-12:30pm

Location: DeSales Faith Formation Center

Prayer: Charles Sandine

Refreshments: Larry Cuba

Setup: George Mullen

9:00am Breakfast and Fellowship

9:20am Prayer

9:25am Time for Parishioner Input

Decision Items:

9:30am Acceptance of Minutes

Report Items/Discussion Items: (Written Report Form*)

09:35 am Finance Council Report Jim Martin

09:50 am Pastoral Council Goal 2007 - 2008 John Ranalli

10:05 am How Parishes Are Managed Charles DaVolio

10:35 am Break

10:45 am Stewardship Report Charles Sandine

11:15 am Pastor Dialogue Fr. Joe Brennan, OSFS

Unfinished Business

11:45pm

Agenda Items:

New Business/Future Agenda

11:55 pm New Business

12:00 am Announcements PC Christmas Party January 6,2008 - Little Christmas

12:05 pm Group Check/Evaluation of meeting

12:10 pm Closing Prayer (Stewardship Prayer)

12:15 pm Adjournment

*Next Meeting: January 12,2008. All reports should be in the Executive Secretary's mailbox by January 3,2008 if possible. Otherwise Report Form to be distributed before meeting begins. Extra forms for filing reports are located in the Pastoral Council mail slot.

Please be sure that you have read the minutes and reports to familiarize yourself with the issues to be taken up at the next meeting.

January 12,2008 meeting:

Prayer: Dave Polovick

Refreshments: Dave Polovick

**IMMACULATE CONCEPTION CHURCH
PASTORAL COUNCIL MEETING - MINUTES**

October 20, 2007

Members Present:

Fr. Joe

Jerry Bagnell

Fred Ball

Kathy Canade

JoAnn Colling, Chair

Larry Cuba

Jack Flynn

Pat Holleman

Jim Martin

George Mullen

Dave Polovick

John Ranalli

Charles Sandine

Members Absent/Excused:

Stephanie Balnaitis

Frank Diem

Chris Diehl

JoAnn opened meeting after prayer.

Parishioner's Input: No parishioners present.

Fr Joe welcomed Pat Holleman to the Council, who will be serving the remainder of Sandy Gregg's term, Sandy has submitted her resignation due to her moving,

Decision Items:

Acceptance of minutes: Minutes accepted as written.

Report/Discussion Items:

Finance Report: Jim reported the financial highlights through September. The offertory was down by \$10,000 from planned budget. The attendance at mass was also down for this period. The good news is that the offertory did exceed the prior year. We received a payment from the Diocese of \$2927 for God's Work-Our Challenge for the 1st quarter. We will probably not anticipate any significant payments from the God's Work-Our Challenge pledges in the next year's budget. The outstanding pledges that are being paid are almost finished and we have written off a significant amount of money due to nonpayment of the pledges. The Finance Council has made an additional payment of \$25,000 against the loan reducing it to \$1,075,488. The cash/savings is \$244,000 which is more than planned due to anticipated October expenses for liability insurance and the Diocese assessment. Jim was asked if anything is changed with our loan when we make additional payments. He said the payment never changes even if additional monies have been paid.

Inreach: Pat Slater was not able to be at the meeting, so Dave Polovick presented her report.

Bereavement: The ministry assisted eleven families with funeral arrangements and three families who preplanned their funeral. **Lazarus:** They hosted six receptions for family and friends following funerals. In the last couple of months there have been eleven funerals. A donation to the Lazarus ministry was made by a parishioner who was very impressed with all the effort made by those who provide the food and the group who serve. They felt it was an example of true stewardship. **Meals for Moms:** They have not provided any meals since May and feel they need some publicity to make people aware of this service. It was suggested to contact Elaine and see if a permanent ad can be in the bulletin. It was also suggested that Rhonda and Dave Hahn, Baptism coordinators, could pass out information to those families attending baptism classes. **New Directions:** The ministry has about thirty members who have met for luncheons and attended programs at The Cameron Art Museum. **Social:** The ministry has provided refreshments and hosted a welcome reception for new parishioners; planned, organized and hosted Fr. Joe's installation reception; served refreshments for two Whole Community Catechesis programs, and are planning the Oktoberfest for October 28th, plus another new parishioner welcome reception. **Wellness:** They have sponsored a Life Line screening for sixty-one people; purchased and installed a new defibrillator in deSales Center; updated the first aid supply cabinet; held in pew blood pressure testing twice; sponsored a Red Cross blood drive, obtaining 55 pints of blood; presented guest speaker, Deacon Bob Diehl to address the topic of

spirituality of aging and retirement. It was asked if there should be a written policy for the procedures to follow when there is a medical emergency at church. It was felt that even though we have many parishioners who are in the medical field, a written policy was desirable. It was also suggested to train as many ushers as possible to use the defibrillator. The Wellness Committee will be asked to formulate and submit a list of what should be done when an emergency occurs. *Church Performing Arts Ministry*: This ministry has been cancelled due to the coordinator's relocation. *New Ministry*: A social/spiritual young adult ministry for both single and married adults has been started. They are meeting at St. Mary's Tileston Center and it has been named St. Mary's Young Adult Ministry. It was hoped that the name could be Catholic Young Adult Ministry of the Cape Fear Deanery to encompass all the young adults in the Deanery. More input will be ascertained from Chris Diehl.

Census Update: John and Johanna reported that the information received from Council members regarding their telephone efforts has been inputted or new forms mailed out. Chris Puritis and Johanna did several researches with the following results: households that have either responded, were contacted by a PC member and asked to remain registered or remailed new forms: (918); previously contacted or remailed forms: (29); households that have not responded or PC not able to contact: (265); new households since beginning of census: (50) for a total of 1270 households. Households we anticipate to list as inactive (deactivate) is (242), which leaves a projected number of households at the completion of the census: (1028). A printout of those not responding and not receiving envelopes will be given to Fr. Joe, Claudia and Elaine for them to review to determine if they are aware of anyone who continues to attend or if they know that they are no longer in the area. These households will then be inactivated with a notation that they did not respond to the census. In this way, if they contact the church office for some reason, the staff will know why they have been deactivated.

Stewardship Report: Charles reported that the quarterly welcoming for new members will be Sunday, October 28th after the 9:30am mass. He said it was a good opportunity for ministry coordinators to meet the new parishioners and make their ministry known to them.

Pastor's Dialogue: Fr. Joe said the Whole Community Catechesis on the Saints was successful. The format was different as will be the format for the November meetings. He expressed his thanks to all those involved. The core committee and a number of volunteer parishioners put together the next WCC which will be November 28th and December 2nd and is named The Messiah Is Coming. It mirrors Christ's life, the internal and the external. Tied to Christ's life will be a reflection on the meaning of the liturgical year and the colors. The breakout will have the households/families remaining together and there will be take home kits. Next year, the WCC will be on the Triduum and a liturgist will present the program. The Annual Report was mailed to all households and Charlie DaVolio followed it up with his presentation at all masses. So far all comments have been favorable. Some have said they were impressed with the paying down of the debt and the savings. Even though these figures were in the printed report, hearing it from Charlie made that impression. Fr. thanked Charlie and the Finance Council for their work. He reminded everyone of the Oktoberfest to be held Sunday, October 28th at 2:30pm. He would like to see it turn into an annual event.

Old Business:

Committees: Committees were formed for the following: *Retreat:* George, Stephanie, Kathy, Larry; *July Social:* Dave, Pat and *Goals:* JoAnn and Jim.

New Business:

SET: Jerry reported that he was on call in case he was needed for the audit of SET activities in September, but was never called. He will be presenting the SET class at the Stewardship Commission's retreat in December. He thanked all those who came to the classes in September. He also reported that the Diocese has not made any dates available for refresher courses for those who took the original course three years ago next July. Jerry reported that even a brief course makes you aware of what is going on in a child's life even if your contact is only for an hour. It teaches the signs to watch for that would identify child abuse.

Dates: Members should be aware of the following dates:

October 28th; Welcome Reception, Right to Life baby shower, Oktoberfest.

November 1st; All Saints Day, Holy Day of Obligation, masses at 9:00am and 7:00pm. The youth will be dressed as their favorite saint. An Oblate will be here for the evening mass as well as the next weekend.

November 2nd; All Souls Day.

November 4th; The Angel Tree will be up for two weekends. JoAnn encouraged all members to take an angel.

November 18th; Ecumenical service hosted by Immaculate Conception. Churches from Carolina Beach as well as the Undenominational Church will be participating. The service is being planned by Ginny and is part of her requirements towards her Master's Degree in Liturgical Planning. Members were asked to spread the word so we have a good turnout. It will be followed by a reception in the deSales Center.

Announcements: The Bishop has sent out a letter requesting all to embrace the Governor's plea for water conservation. Should we be considering a "Green Committee" will be put on the next agenda. Charlie DaVolio has started to collect the recyclables. On November 3rd, from 9:30am to 2:00pm household items such as oil, paint, etc can be taken to the old movie property across from UNCW. This is sponsored by the County.

Fr. Joe distributed a greeting from Fr. Barry.

Group Check: "*What worked well?*": early ending, nice to have Pat, gratified that Fr. Joe asked the members for their input. "*What didn't work well?*": None "*What do we need to do better?*": None.

Agenda Items (next month):

November: Charlie DaVolio

Rolling To Do List:

Future Agenda:

December: No meeting.

The next meeting will be at the De Sales Faith Formation Center on **November 17, 2007, 9:00am – 12:30pm.**

Respectfully submitted,
Johanna Hug,
Recording Secretary

Immaculate Conception Catholic Church
Report to Pastoral Council
November 17, 2007

Action to be taken: Report Only

Person giving report: Jim Martin

Subject: Financial highlights as of October 31, 2007

Offertory: Results through October 31.

Actual	\$291,788
Plan	\$305,000

Actual offertory collections exceeded the prior year by 22.5% but missed the current plan by 4.3% (\$13,212). Collections are steady but a little short of expectations.

GWOC: Received \$5,663 in rebates YTD against a plan of \$10,000 for the year.

BAA: Received \$9,198 in October. Expect additional funds in early 2008.

Special donation of \$5,000 received for use in debt reduction. We will make additional payment in November.

Debt: We have made additional payments of \$30,000 against the loan YTD. Loan balance now \$1,063,610.

Cash/Savings: Balance of \$217,400 at the end of October.

Expenses: No unexpected expenditures to report. Expenses through October remain under plan. Keep up the good work.