

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

Goal 2008 – 2009: Community Building: Create the atmosphere to bring all those who attend Immaculate Conception Church in a way that enables them to come together as one community loving and serving all God's people.

Date: November 22, 2008
Time: 9:00am – 12:30pm
Location: DeSales Faith Formation Center

Prayer: Dave Polovick
Refreshments: Kathy Canade
Setup: George Mullen

9:00am Continental Breakfast and Fellowship
9:20am Prayer
9:25am Time for Parishioner Input - Correspondence

Decision Items:

9:30am Acceptance of Minutes/Approval of Agenda

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

9:35 am Financial Report Jim Martin
9:45 am Inreach Report P. Slater
10:00 am Constitution, By-Laws and Election Process Review
10:30 am Break
10:45 am Pastor's Dialogue

Unfinished Business

11:45 am

Agenda Items:

New Business/Future Agenda

11:50 am New Business: Roles of Pastoral Council, Parish Ministry Board, Stewardship Commission
12:15 am Announcements
Dates to Remember
12:25 pm Group Check/Evaluation of meeting
12:30 pm Closing Prayer (Stewardship Prayer)
12:35pm Adjournment

*Holiday Party: January 4, 2009

*Next Meeting: January 17, 2009 All reports should be emailed to Johanna Hug, Recording Secretary, by January 5, 2009. No Report Forms are to be distributed before or during meetings.

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 17, 2009.**

Prayer: Jack Flynn
Refreshments: Linda Tozour

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

October 25, 2008

Members Present:

Fr. John	Chris Diehl
Jerry Bagnell	Pat Holleman
Stephanie Balnaitis	George Mullen
JoAnn Colling, Chair	Dave Polovick
Larry Cuba	Linda Tozour

Members Absent/Excused:

Kathy Canade	Jack Flynn
Jim Martin	

JoAnn opened meeting after prayer.

All members were disappointed that Linda Johnson resigned from the Pastoral Council.

Parishioner's Input: No parishioners present.

Correspondence: No correspondence was received.

Decision Items:

Acceptance of minutes: Minutes accepted as written.

Report/Discussion Items:

Outreach: Rich Wright and Stephanie Balnaitis, Co-Chairs of Outreach reported:

- The Help Center has served 657 clients since July 2008 to present, an increase of 17%.
- The projected earnings of the Island Cottage are an all time high of \$12,000 for this fiscal year with all profit is donated to The Help Center.
- Each year two ministries under Outreach are evaluated for their success in meeting the purpose of their ministry. Two ministries, Habit for Humanity and Interfaith Hospitality were both terminated due to lack of participation and the ability to fulfill their goals.
- The Prison and Pro-Life ministries will be evaluated in the fiscal year of 2009.
- Four out of ten coordinators of the various ministries have replacements to take over the ministry when necessary. The goal is to have all ten ministries with a backup person.
- The Good Samaritan ministry works with various social organizations as well as other churches
- In the area to coordinate and refer people in need of services and/or funds.
- Suggestion – have a list of resources printed in the bulletin for those who may need help in these times.
- Part of Immaculate Conception's tithing supports the Good Samaritan ministry with \$9,000 for fiscal year 08-09.

Some of the activities that the various Outreach ministries have scheduled:

- 11/2 - Pro-Life baby shower; 11/8&9 - Angel Tree in Gathering Area, 11/23 – Ecumenical Thanksgiving Service, 11/27 - Thanksgiving dinner at the Senior Center, 11/25 – Stewards will man the Salvation Army tree at Independence Mall, 11/28 – HIV/AIDS Song for Children concert (toy is admission fee), 12/20-distribution of Christmas food baskets to 100 families (includes Christmas dinner and food for a whole week),
- All members thanked Rich and Stephanie for all their work making the ministries viable.

Pastor Dialogue:

- Fr. John announced that Charles Sandine has resigned as Chair of the Stewardship Commission; therefore, he is no longer a Council member. No replacement at this time.
- Announced that on January 18, 2009 from 11:30am-3:15pm the Parish Ministry Board is hosting a workshop for all coordinators of the ministries, the Pastoral Council members, Finance Council members, Stewardship Commission members, and the staff.
- All council members were distributed the consolidated answers to the three questions about "What needs to be addressed in the parish?" and asked to prioritize them.
- A summary will be formulated for future discussion and review.

Old Business:

New Business:

Overlapping roles:

- It has been questioned if the Pastoral Council, the Stewardship Commission and the Parish Ministry Board have duplicating roles within the parish. All Council members will be sent an email and asked to respond with their ideas and suggestions.
- Invite Roger Poletti, Chair of the Parish Ministry Board to a Council meeting for discussion of roles.

Pastoral Council Liaison to ministry:

- We need to determine the Pastoral Council liaison's role to one of the Commissions. Are they duplicating the responsibilities of other group(s)? It may be better to have a member of the commission be the liaison to the Council.

Group Check: "*What worked well?*" good input, dialogue, like getting report ahead of time: "*What didn't work well?*" went a little overtime.: "*What do we need to do better?*":

Agenda Items (next month):

November: Inreach, Welcome ministry.

Action Items::

- Outreach will prepare a listing of all area agencies available to assist those in need.
- Council members will receive and respond, via email, to questions posed at meeting.

Future Agenda:

January 2009: Liturgy

The next meeting will be at the De Sales Faith Formation Center on **November 22, 2008, 9:00am – 12:30pm.**

Respectfully submitted,
Johanna Hug,
Recording Secretary

Immaculate Conception Catholic Church
Wilmington, NC
Report to Pastoral Council
November 22, 2008

Action to be taken: Report Only

Person giving report: Jim Martin

Subject: Financial Highlights as of October 31, 2008

Offertory collections: Offertory collections for the first four months of fiscal year 2009 totaled \$271,000. This was \$22,000 less than budgeted and \$21,000 less than the prior year. However, there was one less weekend in this reporting period vs. last year. Therefore, I would conclude that we are only slightly under budget in offertory.

Expenditures: No unusual expenditures to report.

Debt reduction: As previously reported, only one accelerated debt payment of \$5,000 has been made thus far in fiscal year 2009. No additional accelerated payments are planned at this time. The loan balance at the end of October was \$858,242.

EFT: We now have 60 households using EFT. The Finance Council members will be manning tables after Masses this weekend to answer questions about the program and to assist those wishing to sign up. This will coincide with tithing affirmation weekend.

Audit: All requested information has been provided. Treasury counting procedures were tested on October 26, 2008. The auditor is on schedule to complete their report in November. A specific date for completion has not been provided.

Immaculate Conception Catholic Church
Wilmington, N.C.
Report to Parish Council
Date of Parish Council Meeting: November 22, 2008

Action to be taken: Decision Discussion Report Only x

Person(s) Giving Report: Pat Slater

Subject: Inreach Ministry Report

Description of Subject: Bereavement, Lazarus, Meals for Moms, New Directions, Social, Wellness Ministries activities since July 1, 2008 and remaining annual planned events.

Recommendations or Specific Approvals Requested: Wellness: Request advice in rescheduling Deacon Bob Diehl's seminar on "Spirituality of Retirement"

Benefits if approved: increase in stewardship

Estimated Cost, if any: unknown at this time

Note: Supplementary information may be attached to report if considered necessary.
Full Inreach Ministry report attached

INREACH REPORT

November 22, 2008

This report covers the activities of Inreach ministries from July 1, 2008 to the present. Included are planned events for the remaining year, as applicable.

Bereavement

- Assisted four families with funeral Mass arrangements
- Assisted two families with a one hour vigil in the church before the Funeral Mass
- Currently have four functioning teams of two stewards with three additional teams of two to be trained for a total of seven teams

Lazarus

- Hosted three receptions for families and friends of deceased following the funerals
- Received a \$15.00 donation from family of deceased

Meals for Moms

- Prepared meals for one family with one more pending
- Submitting bulletin announcement of ministry service available for publication in December
- Seeking a Co-coordinator

New Directions

- 16 participants attended lunch and meetings in Sept, Oct. and Nov. to discuss group interests
- Members plan to attend Enchanted Airlie in December
- 8 participated in dinner, exercise, nutrition discussion at New Hanover Senior Center in November

Social

- Provided refreshments and hosted a reception following Father John's August Installation
- Provided cookies and punch for WCC in September and will do same for next two scheduled gatherings
- Planned and organized October Parish Fall Festival
- Provided refreshments for the "Spirituality in Retirement" Wellness Seminar, twice daily for 4 days in October
- Assisting with Tithing Weekend in November by providing refreshments following
- all Masses
- In conjunction with the Welcome Ministry, providing refreshments for the "Welcome Social for Newly Registered Parishioners" in January
- Assisted Lazarus and Catholic Daughters with reorganization of church kitchen and established a cleaning schedule for remainder of the year

Wellness

- Sponsored Life Line Screening for parishioners in July
- Committee Stewards provided blood pressure screenings in the pews, following all Masses in July and October with two more scheduled for remaining year (1/11 and 3/28)
- Sponsored a Red Cross Blood Drive in September-total of 56 participants
- Hosted a presentation on the “Spirituality of Retirement” by Deacon Bob Diehl in October-total of 18 parishioners attended resulting in establishing a “Marketing Plan” to increase parish participation in this worthwhile event
- CPR classes held in October - 6 certifications
- Scheduled two Guest Speakers for February and March