

Immaculate Conception Pastoral Council Meeting Agenda

Vision Statement: Immaculate Conception will be the vibrant expression of the presence of the Risen Christ in sacred worship and through loving service.

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.

Goal 2009-2010: Evangelization - Increase missionary efforts in the Cape Fear area to invite individuals to become part of the Immaculate Conception Church community.

Objectives:

- Increase missionary efforts in the Cape Fear area to invite individuals to become part of the Immaculate Conception Church community
- Plan two intergenerational activities which support young families
- Encourage each commission to include evangelical and catechetical components in activities
- Welcome new households into the spirit of St. Francis de Sales and the community of Immaculate Conception Parish

Date: March 20, 2010
Time: 8:30 am to 12:00 pm
Location: DeSales Faith Formation Center

Prayer: Pat Holeman
Refreshments: Johanna Hug and Dave Polovick
Setup/Cleanup: Linda Tozour and Anne Pakulniewicz

Fellowship and Refreshments:

8:30—9:00 AM/30 Minutes

Agenda	Responsibility	Action	Time
1. Prayer	Pat Holeman		9:00—9:10 AM/10 Minutes
2. Minutes	Johanna Hug	Update	9:10—9:15 AM/05 Minutes
3. Approval/Corrections	Larry Cuba, All	Resolve	9:15—9:20 AM/05 Minutes
4. Goals 2009-10	Linda Tozour	Update	9:20—9:25 AM/05 Minutes
5. Finance Report	Amy Bagnell	Update/Questions for Understanding	9:25—9:30 AM/05 Minutes
6. Faith Formation Programs	Carol Cholette Marie Marshall for	Update/Questions Understanding	9:30—10:00 AM/30 Minutes

Break:

10:00—10:15 AM/15 Minutes

7. Position Descriptions	Charles Haskins	Input/Discussion/	10:15—11:20 AM/65 Minutes
Succession of Ministries	Terry Acome	Resolve	
Goals/Objectives 2010-11	Tom Eagar		
8. Pastor Dialogue	Fr. John	Discussion/Input	11:20—11:45 PM/25 Minutes

Action Items: Johanna Hug Summarize 11:45—11:50 PM/05 Minutes

Group Check: Larry Cuba Summarize 11:50—11:55 PM/05 Minutes

What worked well/what didn't work well? What should be done differently?

Future Agenda Items: All Resolve 11:55—12:00 PM/05 Minutes

What needs to be address in the next meeting?

Closing Prayer: Stewardship Prayer 12:00 Noon

*Next Meeting: May 1, 2010. All reports should be emailed to Johanna Hug, Recording Secretary, by April 27, 2010. 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.

2009-2010 Meetings

	<u>Prayer</u>	<u>Refreshments</u>	<u>Setup/Cleanup</u>
September 26, 2009	George Mullen	Larry Cuba Terry Acome	Pat Falco SallyJo Glendenning
November 21, 2009	Stephanie Balnaitis	Linda Tozour Anne Pakulniewicz	Tom Eagar Dave Polovick
February 20, 2010	Kathy Canade	Tom Eagar SallyJo Glendenning	Larry Cuba Terry Acome
March 20, 2010	Pat Holleman	Dave Polovick Johanna Hug	Linda Tozour Anne Pakulniewicz
<u>May 1, 2010</u>	<u>Larry Cuba</u>	<u>George Mullen</u> <u>Stephanie Balnaitis</u>	<u>Jerry Bagnell</u> <u>Pat Falco</u>

Parish Pastoral Council Executive Committee Meetings

Sunday, August 23, 2009	-	10:30am to 11:15am
Sunday, October 25, 2009	-	10:30am to 11:15am
Sunday, January 31, 2010	-	10:30am to 11:15am
Sunday, February 21, 2010	-	10:30am to 11:15am
Sunday, April 18, 2010	-	10:30am to 11:15am
Sunday, May 9, 2010	-	10:30am to 11:15am

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

March 20, 2010

Members Present:

Fr. John
Terry Acome
Jerry Bagnell
Amy Bagnell
Stephanie Balnaitis
Kathy Canade

Larry Cuba
Tom Eagar
Patrick Falco
Pat Holleman
Anne Pakulniewicz
Dave Polovick

Members Absent/Excused:

Sally Jo Glendenning
Linda Tozour

George Mullen

Larry opened meeting after prayer.

Minutes: Minutes were accepted as written.

Parish Pastoral Council Nominees for 2010-2011: Mick Merrill, a nominee, attended the meeting. Also attending Charles Haskins, UNCW Senior Business Marketing Major.

Goals 2009-2010: A 2009-2010 goal was to bring all age groups of parishioners together.

- **Godspell:** All agreed that the performance of Godspell was excellent. All age groups were included in the program and it was well attended (380).
- **Welcome/Orientation/Registration:** New parishioners are requested to attend a Welcome to register. The children of the ministry members participate by being hosts for the families as they arrive and assist in the child care during the orientation.

Finance: Amy Bagnell was introduced as the new Parish Finance Council Chair.

- New members are needed for the Council. A bulletin article will be submitted.

Faith Formation Program: Carol Cholette, Children's Faith Formation and WCC coordinator and Marie Marshall, Youth Minister presented an update on the programs which included:

- Copies of the registration information that parents receive.
- There are 282 youth enrolled in the program representing 147 households out of 294 that have children/youth, birth to 17 years.
- The Elementary (2nd – 5th grades) meet on Wednesday, 4:00pm to 5:30pm and 6:30pm to 8:00pm; Primary (3years-1st Grade) meet on Sundays, 9:30am to 10:30am; JYM & TYM (6th – 12th grade) meet on Sundays, 1:00pm to 2:30pm.
- Approximately 45 Catechists are involved in the programs.
- The nursery is available on most Sundays (:30am to 11:30am, with approximately 35 volunteers involved).
- All catechists and nursery volunteers have been background checked and received training from the Safe Environment Training and/or Team (SET).
- There are 27 youth preparing to receive First Eucharist on the weekend of May 1/2.
- There are 17 youth preparing to receive Confirmation on May 11 at St. Mary.
- The 1st Grade children will be greeting parishioners at the liturgies on April 18th.
- The next Parish Wide Faith Formation gathering will be on May 16th, "Seek and Ye Shall Find: The Catholic Church".
- The weekend of May 22nd/23rd will be Commissions weekend in the courtyard after all liturgies.
- Sunday, June 6th will be Volunteer Recognition.
- There are no youth involved in the faith formation program after Confirmation.
- Need to stress to the youth as well as their parents that faith formation continues after Confirmation.
- There is a good response for the "Homework Mission Trip".

Position Descriptions: Fr. John introduced, Charles Haskins, a Senior Business Marketing Major attending UNCW. Charles' presentation included his background as well as his suggestions to develop a portfolio for each ministry.

- He has volunteered to assist us in completing the process of compiling all ministry position descriptions to include the ministry's mission, responsibilities of the chair or coordinator as well as the members.
- The information is essential in the recruitment of members, thus providing them the opportunity of making an informed decision when joining a ministry.
- Tom provided Council members with proposed guidelines for developing position descriptions which will be utilized by Charles.
- Do we need a communications person to compile and disseminate the various ministries' programs, needs, etc.?

Pastor Dialogue:

- Enjoyed Godspell and happy it was so well attended.
- Concerned with the financial health of the parish as the offertory is still below budget.
- Diocese assessment for the Priest's Welfare and Retirement Fund is \$47,000. We've only collected \$17,000 so far.
- One of the events to bring people together to socialize and build community is the Volunteer Recognition.
- All are preparing for the Triduum and Easter.
- Thanked Charles Haskins for volunteering to help ICC and all that the Council members do.

Action Items:

Update from Charles Haskins at the May meeting.

An updated roster is being prepared. Let Johanna know if there are any changes to your email address or telephone number.

Announcements:

- Need Council members to participate in the Commission Weekend in May.

Group Check:

- "*What went well?*": Charles Haskins' presentation, Faith Formation report, good discussion.
- "*What didn't go well?*": Too much on agenda.
- "*What could we do better?*": Give more time for reports.

Next meeting:

- May 1, 2010. Members who wish to have an item put on the agenda, please contact Linda Tozour, Executive Secretary, before April 21, 2010.

Next Meeting Agenda:

- Charlie DaVolio, Business Manager..
- Recruiting a new Recording Secretary to replace Johanna Hug.

Parish Pastoral Council meeting date, members responsible for prayer, refreshments and Setup are below. All

meetings are at the De Sales Faith Formation Center from 9:00am to 12:30pm.

<u>Date</u>	<u>Prayer</u>	<u>Refreshments</u>	<u>Setup</u>
May 1, 2010	Larry Cuba	George Mullen Stephanie Balnaitis	Jerry Bagnell Pat Falco
June 4, 5, 2010	Retreat		

Parish Pastoral Council Executive Committee Meetings

Sunday, April 18, 2010	-	10:30am to 11:15am
Sunday, May 9, 2010	-	10:30am to 11:15am

Respectfully submitted,
Johanna Hug,
Recording Secretary

Immaculate Conception Church—Parish Pastoral Council
Executive Committee Meeting—Minutes February 21, 2010

Present: Fr. John, Larry Cuba, Kathy Canade, and Linda Tozour

Agenda items for March 20, 2010:

- Meeting to start with Refreshments at 8:30 and Prayer at 9:00 AM.
- Finance Committee Report
- Goals 2009-10 Short Summary; goals for this year completed and lead into the substance of goals for 2010-11 in Tom Eagar's report.
- Tom and Terry Acome will lead the discussion in unison on their committees' plans for succession and position descriptions and how these will be accomplished.
- Marie Marshall and Carol Cholette will speak on our Faith Formation Programs.

Submitted by:

Linda Tozour
Executive Secretary