

**SAINT AGNES PARISH PASTORAL COUNCIL
MEETING MINUTES**

Tuesday, September 20, 2016 – 6:30 p.m.

Present: Lizz Kohazi, Ron Rybarcyk, Ann Bittner, Claire Hutman, Debby Johnson, Jennifer Parobek, Brenda Troxtell, Father Albert Veigas, Deacon Bruce Tennant

Absent: Doris Azzarello Steve Jerrome, Stan Wojdyla – Finance **Quorum Present:** Yes

Guests: Anthony Halfhill, Jerry Toth

Chairperson Lizz Kohazi called the meeting to order at 6:32 p.m. and welcomed everyone. Father Veigas commenced the faith sharing session by requesting all present recite the opening prayer together. Father Veigas then read a gospel of Luke chapter 8, verses 1 – 3 which highlighted the diverse nature of Jesus’ disciples, their willingness to spread His teachings, and the similarities answering God’s call being a member of the Pastoral Council provide in today’s Church. Several members then offered personal reflections on the importance of a unity of purpose in representing the congregation through efforts aligned with the mission statement of our parish.

Upon completing the prayer service, Ms. Kohazi reminded everyone there would be no review and discussion needed of the minutes for the June 21, 2016 meeting. Special procedures, which were presented, approved and implemented at that meeting allowed for official acceptance by a combination of electronic and telephone notification no later than July 15, 2016. Final approval was completed at 6:27 p.m. on July 14, 2016.

Finance Council Notes and Questions

Due to annual membership and leadership transitions occurring at Pastoral Council’s September meeting, the presence of Finance Council Chairperson Stan Wojdyla was not required. The monthly parish financial information session will return as an agenda item at the October 2016 meeting.

NEW BUSINESS

New Member Welcome and Installation

Father Veigas welcomed newly discerned and approved Council members Anthony Halfhill and Jerry Toth to the group. After briefly sharing his expectations, Father Viegas asked both men to individually recite the prepared oath of office to complete their installation. Father Veigas and Deacon Bruce Tennant each expressed sincere thanks to outgoing Council members Doris Azzarello, Claire Hutman and Ron Rybarcyk for the dedication and commitment exhibited throughout their terms of office.

Election of Officers

The next order of business was the election of Chairperson, Vice-Chairperson and Secretary for the 2016 – 2017 year. Due to the absence of names submitted for the position of Chairperson, Father Veigas asked if current office holder Lizz Kohazi would be willing to serve another one year term. With consecutive terms of all leadership roles permitted by Article 4, Section 1 of the Pastoral Council Constitution, Ms. Kohazi accepted and the nomination period was closed. Due to the lack of candidates, a voice vote was conducted and Ms. Kohazi was elected unanimously.

For the office of Vice-Chairperson, no names were submitted as nominees for the position. With the unavoidable work related absence of current office holder Steve Jerrome, Ms. Kohazi shared details of a conversation completed with Mr. Jerrome on September 11, 2016. The subject of Mr. Jerrome being nominated for any Council leadership role in absentia was discussed. All members were advised Mr. Jerrome was agreeable to this arrangement if it occurred. After minimal review of the matter, Brenda Troxtell nominated Mr. Jerrome for the position. With no other names submitted, the nomination period was closed. Due to the lack of candidates, a voice vote was conducted and Mr. Jerrome was elected unanimously.

For the office of Secretary, Debby Johnson nominated Brenda Troxtell for the position. Mrs. Troxtell accepted and with no other names submitted, the nomination period was closed. Due to the lack of candidates, a voice vote was conducted and Mrs. Troxtell was elected unanimously.

Father Veigas expressed his gratitude to all of the newly elected officers for their willingness to continue or participate in the primary leadership roles of the Council.

Annual Parish Pastoral Council Installation Mass

The official induction ceremony for the 2016 – 2017 Parish Pastoral Council membership will be conducted by Father Veigas during the 10:00 a.m. Mass on Sunday September 25th. All members were asked to arrive at least 15 minutes prior to the services beginning. The entire group will sit together and also be part of the entrance and exit processions. Details of when the special prayer blessing ceremonies acknowledging all outgoing, new and returning members would occur during the Mass were also shared.

PPC Monthly Meeting Faith Sharing Program Calendar

A random drawing was conducted by Chairperson Kohazi and outgoing Secretary Ron Rybarcyk to determine the monthly meeting opening and closing prayer and faith sharing program responsibilities for the period December 2016 through June 2017. Father Veigas recommended basing the faith sharing program on the gospel reading

from the first Sunday after the date of our monthly meetings. In addition, Father Veigas suggested any questions prepared should be centered on the message of the Gospel and how it relates to Council and our duties as representatives. Assignments for September, October and November had been determined through procedures presented, discussed and approved during the June 2016 monthly meeting.

OLD BUSINESS

Parish Ministry Group Leaders Appreciation Reception

The Parish Ministry Group Leaders Appreciation Reception sub-committee members (Brenda Troxtell and Debby Johnson) provided a progress report on the planning and preparations for the event planned for October 25, 2016 in the basement hall immediately following the monthly Eucharistic Adoration service. Mrs. Troxtell shared a copy of the personal invitation to be sent to all group leaders the next day. All Council members were very pleased with the quality of the item and supported its use. Mrs. Troxtell indicated the food provided would be prepared party trays and asked for each Council member to help defray the costs equally. The hall table settings would also be decorated in a seasonal theme. Final arrangements will be discussed at the October monthly meeting.

Parish Youth Ministry and Evangelization

Jennifer Parobek provided an update on the possibility of developing religious education, worship and community service opportunities within the parish to expand the involvement of families with young children. Completing several discussions during the summer with Debby Johnson, the parish's Religious Education program coordinator produced the following observations: 1) The desired once per quarter youth Mass where worship category ministers (lectors, altar servers, ushers, greeters, music) would be the properly trained young people of our PSR program appears to be a futile effort; 2) With the approval and blessings of Father Veigas and Deacon Tennant, a new program known as STAMP (Saint Agnes Mercy Program) was proposed, has been developed and was recently implemented by religious education catechist Patricia Sas.

Mrs. Johnson indicated a lack of ongoing participation by most of the recent recipients of confirmation would make it very difficult to have individuals performing the essential ministries of Mass who are not regularly practicing their faith. Mrs. Parobek stated her belief the STAMP program will provide meaningful opportunities for entire families to jointly perform spiritual works of mercy, touch the lives of those in need and accomplish the mission of the parish. Both suggested focusing on existing programs and their committed members before proposing something new. A possible spring 2017 status evaluation was offered for future consideration as well.

OTHER BUSINESS

Pastoral Council Greeting Card Program

In the absence of outgoing program coordinator Doris Azzarello, former Secretary Ron Rybarcyk offered to provide temporary oversight for the existing Pastoral Council greeting card program for the period September 20 – October 18, 2016. Members present offered unanimous approval. This item will be included on next month's agenda to select a replacement for Ms. Azzarello.

Pastoral Council End-of-Year Summary Report

On behalf of the 2015 – 2016 leadership team and in accordance with Article III, Section A3e of the Pastoral Council Bylaws, outgoing Secretary Ron Rybarcyk presented Father Veigas with the required end-of-year activity summary report. Having seen a partial draft version in advance of the meeting, Father Veigas stated his pleasure with the comprehensive nature of the report and suggested this become the standard for future Pastoral Councils and other major parish ministry groups.

With no further items to discuss, Chairperson Kohazi requested Father Veigas conduct the closing prayer session. After all present recited the parish mission statement, the meeting was adjourned at 7:35 p.m.

Respectfully recorded by,

Ronald E Rybarcyk

Ronald E. Rybarcyk