

**SAINT AGNES PARISH PASTORAL COUNCIL
MEETING MINUTES**

Tuesday, October 18, 2016 – 6:30 p.m.

Present: Lizz Kohazi, Steve Jerrome, Brenda Troxtell, Debby Johnson, Jennifer Parobek, Tony Halfhill, Jerry Toth, Deacon Bruce Tennant

Absent: Ann Bittner, Father Albert Veigas, and Stan Wojdyla **Quorum Present:** Yes

Chairperson Lizz Kohazi called the meeting to order at 6:30 p.m. and welcomed everyone. Deacon Bruce led the faith sharing session which included an opening prayer, Gospel Reading from Luke, commentary and discussion questions. Deacon Bruce asked the PPC members to break into two groups and reflect on the commentary and the discussion questions.

Review and Approval of the September 20, 2016 Meeting Minutes

Upon completing the faith sharing, Ms. Kohazi asked if everyone had reviewed the September 20, 2016 Meeting Minutes and if there were any changes or additions. With none, the September Meeting Minutes were approved.

NEW BUSINESS

PPC Ministry Leaders Liaison Assignments

Chairperson Kohazi asked the PPC members to review the Parish Ministry and Group Leader Information that was provided. She explained that each PPC member will become a liaison to one or more ministry leaders. The purpose of this is to connect the PPC with the ministries and to allow for open communication between the ministry leaders and the PPC regarding any assistance that the ministry may need or if there are any issues that need addressed.

Ms. Kohazi then reviewed the Group Leader Information noting that liaisons were needed for the ministries that were left open due to the departure of three PPC members. Discussion ensued and the new liaisons were chosen for the ministries. **See Parish Ministry Groups and PPC Liaisons Form attached.**

It was noted by Brenda Troxtell that the members of Mud In Your Eye are unable to continue this ministry. Discussion ensued and it was determined that the Mud In Your Eye ministry would remain but as a “pending ministry” based on future interest in reviving it. It was reported by Deacon Bruce that Ron Rybarcyk has volunteered to be the interim Garden Club Ministry Leader due to the departure of Lynn DeWitt. He will remain until someone seeks the position possibly after the upcoming Stewardship Campaign.

Donut Sunday Schedule Review

Ms. Kohazi reviewed the 2017 Donut Sunday Calendar. She asked the PPC members to review the dates and discussion ensued. It was agreed that September 24, 2017 will be the date as it coincides with the Annual Parish Pastoral Council Installation Mass. Ms. Kohazi will contact Debbie Forbush to let her know the PPC date for Donut Sunday will be September 24, 2017.

OLD BUSINESS

Stewardship Campaign Guidelines and Update

Steve Jerrome, PPC Vice-Chair and Stewardship Campaign Leader, gave an update on the progress of the Stewardship Campaign. Mr. Jerrome is currently in the process of updating the Ministry Guide (catalog) along with revising the commitment cards that are filled out by the parishioners at the end of the campaign. Mr. Jerrome stated that in the past a "theme" was given for each campaign. He gave several examples, such as "Celebrate Your Faith". Mr. Jerrome asked for a couple of PPC members to assist him with the campaign, especially calling individuals once the cards are filled out. Jerry Toth and Tony Halfhill agreed to assist with the campaign. In addition, Mr. Jerrome will do outreach to selected parishioners and the current ministry leadership to see if anyone else would be interested in helping.

Mr. Jerrome spoke about the testimonies that are given during the Stewardship Campaign. He suggested going outside of the Time, Talent and Treasure theme, and ask the individual to share their journey to their ministry of choice, or sharing their feelings about serving in the ministry and the give and take that comes with service. He then asked the PPC members for individuals who might consider doing a testimony. Name suggested were:

- Susan Croft-she had been asked last year to do this, but it did not happen. Mrs. Croft would speak about being a Eucharistic Minister.
- Pat Sas-She has led many youth ministries at Saint Agnes, including the new STAMP program.
- Marie Toth
- Dan and Debbie Bauer

Mr. Jerrome asked the council members to send any additional names to contact for testimonies. He also will be sending out a copy of the Witness Request Letter to the PPC members for their review and suggestions.

Mr. Jerrome discussed the length of the campaign which will begin in February 5th. Deacon Bruce suggested that it go no longer than 4 weeks. The Ministry Catalogs should be given the first week, testimonies the next 3 weeks, commitment cards distributed at week 4 and completed at mass versus having parishioners take them home. Campaign would end February 26th.

Parish Ministry Group Leaders Appreciation Reception

Ms. Troxtell shared that there are 22 RSVPs for the 10/25 Ministry Group Leaders Appreciation Reception as of October 18th. She noted that she had not heard from some

of the ministry leaders and she will be reaching out by phone to get their commitments. After discussion on the set-up of the hall, Ms. Johnson volunteered to set up on the day of the reception (10/25) and asked that the rest of the PPC members do clean-up once the reception is over. All members agreed. Ms. Troxtell will be ordering food trays from Fligner's and Ms. Kohazi will be picking them up prior to the reception. The cost per PPC member is \$10 and should be paid to Ms. Johnson or Ms. Kohazi the night of the reception. The rest of the PPC members will assist with greeting at the reception. The PPC members were asked to be at the church by 5:30 as the Eucharistic Adoration begins at 6:00 followed by the closing benediction. The prayer celebration will be led by Ms. Johnson and Ms. Kohazi. Copies of the prayer celebration will be made by Ms. Troxtell and left for Ms. Johnson in the sacristy.

PPC Greeting Card Program Coordinator

Ms. Kohazi stated that a new coordinator for the PPC Greeting Card Program would need to be filled due to Doris Azzarello's departure from the PPC. Ms. Troxtell stated that Ann Bittner had requested to be considered as she already does this as her own outreach ministry. Discussion ensued and it was decided that Mrs. Bittner should continue her important ministry but the PPC Greeting Card Program should remain separate. Ms. Parobek accepted the position as the Greeting Card Program Coordinator. Ms. Kohazi will do outreach to Ron Rybarcyk, who has the supply of cards and envelopes, to let him know who the new coordinator is. Ms. Parobek will work with Debbie Forbush to make sure that the appropriate card/s (sympathy, wedding, etc.) are sent to the appropriate parish member/s on behalf of the PPC. Mr. Rybarcyk should be contacted when more cards are needed.

Religious Education Ice Cream Social Review

Mrs. Johnson wanted input from the PPC members about doing another Ice Cream Social. She noted that August's Donut Sunday was replaced with the Ice Cream Social. Feelings were mixed from the parish members. Discussion ensued. It was determined that the Ice Cream Social at this time remain a part of Parish School of Religion Program.

OTHER BUSINESS

With no further items to discuss, Chairperson Kohazi asked Deacon Bruce to lead the closing prayer. Ms. Kohazi asked that this closing prayer be said at the conclusion of each meeting. All PPC members agreed. The meeting was adjourned at 7:35pm.

Respectfully recorded by,

Brenda M. Troxtell
Secretary