

**PARISH PASTORAL COUNCIL
SAINT FRANCIS XAVIER CHURCH
CARBONDALE, IL
Monday, August 13, 2007**

In Attendance: Jane Boardman, Laura Butler, Father Bob Flannery, Toni Intraivaia, Laura Kidd, Paul McGreal, Margie Mitchell, Bryan Stinchfield, Doris Weaver, Ed Varsa, Chuck Grace, Kathy Cafferata, Walt Tomczak

Excused: Julie Laczynski, Ana Migone, Steve Schauwecker

1. **Prayer/Reflection** – Father Bob opened the meeting at 7:00 PM by reading the Gospel of the Assumption. Reflection followed.
2. **Call to Order/Roll Call:** Chair L. Butler called the meeting to order. The Council welcomes our newest member, Walt Tomczak.
3. **Visitors:** None.
4. **Approval of Minutes of June 25, 2007:** Contingent on minor corrections, E. Varsa made a motion, which was seconded by P.McGreal, to accept the June 2007 minutes. The motion passed on a voice vote.
5. **Old Business**
 - a. **Capital Campaign**—Father Bob: The amount pledged to this date is \$577,783.00 out of \$600,000.00. So far, the expenses have been \$81,864.56. Father reported that the heating and cooling installation is progressing and this job should be finished by October 1.
 - b. **Parish Website:** The website is being updated more consistently. P. McGreal has been working with Tom Furby to keep the website current. P. McGreal has requested that anything that should be added to the website should be sent to him first. The bulletin is on the website and after some discussion it was decided to keep two weeks of the bulletin on the website (the current bulletin and the last week's bulletin). Thanks to P. McGreal for taking care of the website and doing such a great job.
 - c. **Cluster Mission—October 6-10, 2007:** The subcommittees for Cluster Mission planning will be meeting this week at Saint Andrew School. Father reported that a special teen program is not possible, but that the TIS youth will be able to participate in the mission activities.
 - d. **New Parish Directory:** The committee to organize the new Parish directory will be meeting Tuesday evening.
 - e. **Catholic Services and Ministry Appeal**—Father Bob reported that 137 households have contributed \$24,682.69. We are trying to reach our last year's response, which was \$33,563.10 from 167 households.
 - f. **Sister Rosemary's Farewell:** The farewell party for Sister Rosemary went very well. Father Bob thanks everyone who helped with this event; he reported that Sister Rosemary

was very appreciative of her party. Father Bob was especially pleased at the variety of people who were involved in this event.

g. **New Pastoral Associate:** Our new Pastoral Associate, Kathy Cafferata, thanked the Council personally for the welcome reception that the Council hosted at the Masses on the first weekend of August.

h. **Outdoor Mass and Picnic:** The annual SFX Outdoor Mass and Picnic will be held on Sunday, August 26, 2007, at 11:00 AM at Evergreen Park. Registration for PSR will also be held that weekend. As usual, the Council members will help set-up the event.

i. **New Council Members:** The Council welcomes our newest members, Bryan Stinchfield and Walt Tomczak. M. Mitchell will serve as the Woman's Club representative for another year; E. Varsa will be the Knights of Columbus representative for another year. K. Cafferata reported that at the next YMPT meeting, new Youth Representatives will be selected.

j. **Eucharist Adoration:** The Knights of Columbus are responsoring a twenty-four Eucharist Adoration from Thursday, September 6 to Friday, September 7. The Adoration will start immediately after Mass on Thursday and end with Mass on Friday. The Knights have sign-up sheets for the Adoration at all the weekend Masses. An insert will also be placed in the bulletin the weekend before the Adoration.

k. **Welcome Dinner:** The Welcome Dinner for New Parishioners had been scheduled for September 14, 2007. The dinner can be held in the Hall, even with the renovations. The Council is responsible for the meal; plans will be finalized at the next meeting, which will be the Monday before the Welcome Dinner.

l. **Policies and Procedures for Use of Facilities:** P. McGreal passed around a draft copy of the facilities policy. A brief discussion was held on points that needed to be clarified (i.e., liquo policy, insurance concerns, charges for non-parishioner and parishioners, etc.) P. McGreal requests that the Council members read the draft policies, then contact him (email address is pmcgreall2002@yahoo.com) with any corrections or concerns. His goal is to have a final draft of the policy ready for the next meeting.

6. **Committees and Reports**

a. **Heritage Club:** J. Boardman reported that the Heritage Club will be having a planning meeting on Thursday to plan for the next year's events.

b. **Women's Club:** M. Mitchell reported that the Fall Fest will be held on October 19; they are also looking for raffle prizes. The food will be prepared and served by the Knights and the Women's Club. It is anticipated that the prices for the meal will rise this year, due to the rising cost of gasoline/shipping.

c. **Knights of Columbus:** E. Varsa, the Grand Knight, reported that the Knights will be holding an officer meeting this Wednesday. The big event they are currently planning is the Eucharist Adoration. As a reminder, the Tootsie Roll Drive will be September 28th and 29th.

d. **Family Life/Respect Life/Vocations:** Nothing to report.

e. **Community Life—Health Committee:** Nothing to report.

f. **Finance Council:** No new report; Father indicated that so far, Parish finances are in good shape.

g. **Faith Formation:** T. Intravaia's report may be found as **Attachment A** to these minutes.

An official Faith Formation Committee is in the talking and planning stages.

C. Grace gave a report on Teens in Spirit and Confirmation planning: This year, Confirmation will be held as a Cluster activity. Planning for Confirmation and TIS has been on-going this summer. K. Cafferata is also involved in this. On September 9th, there is a meeting for parents on Confirmation and TIS activities; this is also a mandatory meeting for the youth. Planning for the Confirmation retreat has also begun; possibilities include the NET Team/Hearts on Fire for the retreat.

h. **Building & Grounds:** Nothing to report.

i. **Youth Representatives:** Nothing to report.

j. **Saint Andrew School:** The Saint Andrew Festival was held last weekend; school starts on Monday.

k. **Social Justice:** Elsie Speck continues to inform the Parish and Cluster on social justice events.

l. **Organ:** Father Bob reported that the Organ Committee has been disbanded and now the Parish has to look more realistically at acquiring an organ. The Capital Campaign did not make enough to fund the restoration and rebuilding of the pipe organ. Realistically, the pipes need to be used or sold. Father reported that another Parish, in another state, is able to buy our pipe organ pieces for \$10,000; we can get another organ wholesale for approximately \$20,000 to \$25,000. There is money in the Organ Fund, and, with the money from the sale of the dis-sembled pipe organ, we can buy an organ. The consensus of the Council, after discussion, was to cut our losses, set the pipe-organ in its present condition, and buy another type of organ. M. Mitchell made a motion on that decision, which was seconded by C. Grace. The motion passed on a voice vote.

m. **Stewardship Committee:** Currently, the Stewardship Committee is working on the Time and Talent Survey, which will be given in September.

n. **Cluster Council:** The planning subcommittees for the Cluster Mission will meet on Thursday at Saint Andrew.

o. **SCC (Small Christian Communities):** K. Cafferata reported that she is in charge of the planning for the SCC and that they will start in October after the Mission. There will be sign-up sheets and a major push for participation.

7. New Business

a. **Saint Andrew School Festival—Mass Cancellation:** Father reported that the Saturday 5:30 Mass at Saint Francis Xavier was cancelled this year in order to encourage participation in the SA Festival. He, however, is having second thoughts about doing this for next year. In particular, people remarked that, since that was SIU moving-in weekend for many college students, it might have been inconvenient to not have a Saturday night Mass that parents might want to attend. After some discussion, the Council concluded that there is no real need to cancel our Mass.

b. **Election of Officers:** The Council, by acclamation, elected Doris Weaver as Chair, Paul McGreal as Vice-Chair, and Laura Kidd as Secretary for the upcoming Council term.

c. **Security in Church and Xavier Hall:** Father reported on a number of petty thefts and break-ins in the rectory, Hall and the Church. Both the Hall and the Church needs to be locked up. Although the Council all agreed that it was unfortunate, they also realize that more security precautions need to be performed.

8. **Pastoral Associate's Report** – Kathy Cafferata: K. Cafferata thanked the Parish and the Council for her welcoming reception. She reported the following:

>She attended the Beginnings and Beyond Retreat;

>Currently, there are two people registered for RCIA. She is also going to place an article in the Southern Illinoisan regarding our RCIA program and registration.

>YMPT: The events calendar is completed and on the website; there are a few events which will still require chaperones.

> The two youth who are going to the World Youth Day in Australia in 2008 have been holding car washes as fund raisers. Our two youth will be going with the group from Marion.

>The annual beach party will be held this coming weekend.

>The youth group will be doing games for the children at the Annual Parish Picnic.

>Hosts for the coffee and donut Sundays are being assigned.

>She has also planned Word Communion Services.

>She is also involved in TIS and has helped greatly with the planning not only for TIS but also for Confirmation.

9. **Pastor's Report**—Father Bob expressed his gratitude for K. Cafferata as our new Pastoral Associate and is pleased that she has fit in so well with the Parish and all the various organizations that help the Parish perform its mission.

10. **Future Agenda Items:**

>Review draft Procedures and Policies.

>Plan for the Welcoming Dinner.

>Find new Youth Representatives.

>Continue to update website.

11. **NEXT MEETING**—Monday, September 10, 2007, Xavier Hall.

12. **Prayer & adjournment:** The meeting was adjourned at 9:10 PM with a prayer by K. Cafferata.

Respectfully submitted by L. Kidd

ATTACHMENT A
Pastoral Council August 13, 2007—Toní Intravaia, CRE

Attended “Engaging Parents in Their Child’s Catechesis #1” at Salem with Sister Margaret Schmidt. At the Catechist meeting in May, Father and the groups decided that we would have our first PSR meeting as “Meet the Teacher”.

Also attended July 22nd Deanery meeting in Metropolis; Catechetical Leadership Day in Belleville August 4 and Coordinator of Religious Education Meeting on August 11 in Belleville. As a Cluster, we are doing very well. In fact others attending the meetings made inquiries about this in relationship with PSR.

Pat Waters and I attended the Refresher meeting for the Child Protection for Adults. This year the subject is “Internet Safety.” I will soon announce two dates since all adults who have any contact with children need to attend. I will let Saint Andrew and Newman Center know of the dates.

The Liturgy of the Word for Children in the new structure is going beautifully. And beginning in September each of the adults will need to meet only one time a month. Those involved with the 10:00 Mass are Christa Tichacek, Sharon Kippenbrock, Adria Humphrey, Nancy Compton and Toní Intravaia. Claire Mitchell will take care of the 8:00 Mass during Advent and Lent. This is all thanks to Sister Tess who came down and gave us a wonderful design for the Children’s Lit.

We have already had 2 meetings for the Teens in Spirit; we are getting well organized. Paulette and I are busy getting a letter prepared to go to the Parents and Teens concerning the opening meeting on September 9th in Murphysboro. But Chuck Grace will give you more on that.

Although meetings and plans have not started as yet, I already have a group ready for the Small Christian Community groups for the series “How to Be Happy”. It is the RCIA group plus the catechists. We will meet on Tuesdays from 7 to 8.

Registration for all PSR students will be at all the Masses on August 25th and 26th which means at the picnic, also. I am making preparation for all the paperwork.