

**PARISH PASTORAL COUNCIL
SAINT FRANCIS XAVIER CHURCH
CARBONDALE, IL
23 January 2006**

Goal: “To enhance and increase the meaningful involvement of more parishioners in the spiritual and social aspects of our Parish community.”

- 1. To improve adult religious education activities.**
- 2. To increase Mass attendance.**
- 3. To increase activities and attendance at activities.**
- 4. To improve communication between Parish leadership and the community.**

In attendance: Ben Balsano, Bob Bauman, Jane Boardman, Laura Butler, Father Bob Flannery, Chuck Grace, Jack Hagan, Tonì Intravaia, Sister Rosemary Henrichs, Laura Kidd, Margie Mitchell, Steve Schauwecker, Ed Varsa, Doris Weaver

Excused: Amber Crawshaw, Leslie Ferraro, Nick Ferraro

- 1. Prayer/Reflection: Father Bob:** At 7:03 PM, Father Bob opened the meeting with a reading from Mark’s Gospel (first chapter). Reflection followed.
- 2. Call to Order/Roll Call:** Chair Laura Butler called the meeting to order.
- 3. Visitors :** Susanne Schmitz.
- 4. Approval of November 28, 2005 Minutes:** E. Varsa noted one correction to the November 28, 2005 minutes: The Knights of Columbus did have a December meeting. A motion was made by B. Balsano, and seconded by E. Varsa, to approve the November 28, 2005 Pastoral Council Minutes as amended. The minutes were approved as written by a voice vote.
- 5. Agenda Prioritization:** No change.
- 6. In-Service: Parish Planning:** Suzanne Schmitz gave an in-service on parish planning and setting goals for the Council. The Council is currently reflecting on creating new goals and objectives. Further discussion on creating new goals and objectives will continue in the February meeting.

The Council thanks Suzanne Schmitz for her excellent and thought-provoking in-service.

7. Old Business

A. Capital Campaign: Father has a meeting planned for January 31 to form this committee. Invitation letters have been sent to those individuals identified as members for this important committee.

B. **Parish Website Updates:** Items of interest are being sent to post on the Parish website. Additionally, copies of the Pastoral Council minutes will be posted at the back of the Church.

C. **Lights Fantastic:** Lights Fantastic went well. Thanks to Nancy Konacek and her second graders for manning the float. Also, thanks to Leslie Ferraro for helping to make this event successful. Father informed the Council if anyone had suggestions for a safe storage space for the float. C. Grace will contact a person who might have available storage space.

D. **Parish Patronal Feast:** Sister reported that the program for the feast was something different that appeared to be received very well, and there were many positive comments on this. Thanks to the Buhmans and the Mitchells for helping with the light refreshments that were served after the masses that weekend. Also, thanks to Tim Graves and Shelly Robertson for portraying Saint Francis Xavier so effectively.

E. **Custodial Duties:** Father and the staff are happy to report that our new custodian, David Cauthen, is doing a great job. Thanks to David for all of his hard work. He is a welcome addition to the staff.

F. **Christmas Dinner:** Father reported that the annual Christmas dinner headed by Kathy Spector went very well. More people were served than last year, and there was even television coverage of this service. Many thanks to Kathy Spector for continuing this ministry and thanks to everyone who also participated in this event.

G. **Week of Prayer for Christian Unity:** The Week of Prayer for Christian Unity ended Sunday, January 25.

H. **Holy Day Masses:** For the next Holy Day Mass, which will be in August, Father Bob proposes the following schedule: 7:00 PM Vigil Mass Saint Francis Xavier, 7:00 AM Holy Day Mass at Saint Francis Xavier, 5:30 PM Holy Day Mass at the Newman Center.

I. **Martin Luther King, Jr. Day Observation:** There was good attendance at this event. A number of our parishioners were involved. Father reported that a donation by the Parish for this event is made each year to help support this event.

J. **Liturgical Ministers Training:** The training session on January 12 was well attended; there is a make-up session scheduled for February 2 at 7:00 PM. Father reiterated the importance of this training. The Council thanks Suzanne Schmitz for the excellent job of preparing the training session for the lectors.

8. **Committees and Reports**

A. **Heritage Club:** J. Boardman reported that the Heritage Club met in January for lunch and crazy bridge. For the February meeting, the Club will be having their Valentine's Day celebration on February 16, with Mass, followed by dinner at Hunan's. Everybody is invited to this event.

B. **Liturgy Committee:** B. Bauman observed that there are no longer pictures of our current Bishop and Pope in the back of the Church. Father Bob will order those pictures and make sure that they are posted.

C. **Women's Club:** M. Mitchell reports that the next meeting is February 8, which will also feature a meal (6:00 PM). The Women's Club Fish Fry is scheduled for Friday, February 24.

D. **Knights of Columbus:** E. Varsa reports that the next meeting of the Knights will be February 1. The Knights did not have a January meeting; instead, they had a memorial Mass for deceased members, followed by a meal at the Golden Corral. The Knights' Fish Fry is scheduled for Friday, April 7.

E. **Family Life:** Special thanks to everyone who helped with decorating the Church for Christmas and a very special thanks for all those who helped take-down the decorations. There was a great turn-out for both of these events and everyone who helped did a great service for our Parish community.

F. **Community Life: Health Committee:** J. Hagan reported that this committee will meet next week.

G. **Finance Council:** S. Schauwecker reported that presentations were given to the Parish on the budget and other financial concerns. Thanks to everyone who helped with these informative presentations.

H. **Faith Formation:** T. Intravaia's Faith Formation report is presented as **Attachment A** to these minutes. Father is pleased to report that the group of children who participate in the 10:00 Mass children's liturgy is growing; however, there is now a need for another helper. T. Intravaia and Sister are getting high school students to help with this.

I. **Buildings & Grounds:** M. Mitchell submitted a report, which is included in these minutes as **Attachment B**. She also reported on the search for the diocesan engineer. She has learned that the person to contact is Deacon Don Dietz, who can be scheduled to come and do a walk-through at no cost and give us advice and a list of engineers to contact. She was also informed that the Parish needs to comply with the Construction and Renovation Policy Manual. Father will contact Deacon Dietz and schedule a walk-through. M. Mitchell also informed the Council that any Parish that has a project estimated to cost more than \$250,000 must have at least 50% of the funds on hand before any work can be started.

J. **Social Justice:** Elise Speck and others in our Parish continue to be involved in various social justice projects. One for which our Parish has been particularly recognized is our support of the Good Samaritan House. Parishioners are commended for their consistent and generous contributions to this ministry.

K. **Youth Representatives:** Sister Rosemary reported on the activities of the youth in the Parish. In the Teens in Spirit Program, Sister reported that the youth are being tested on

religion quite vigorously. The caroling for Guatemala event that Sister had in December did generate about \$250. She plans on doing it again next year. Planning for the Diocesan Youth Conference (DYC) is underway; three girls and three boys have registered to attend.

L. **Saint Andrew School:** D. Weaver reported that Saint Andrew School is busying planning Celebrate Catholic Schools week. There are many events and activities planned, as well as an open house. She also reported that the family that had been evacuated during Hurricane Katrina, was living in Murphysboro, and whose children were attending Saint Andrew School, had moved back to Louisiana.

M. **Small Christian Communities:** D. Weaver reported that the Knitting Ministry is meeting on the second Monday of each month. New members are always welcome. Two small groups that were originally formed during Renew are also still meeting.

N. **Organ:** Father reported that other parishioners have become interested in serving on the organ committee. Father will contact the chair, Bill Ferraro, to set a meeting.

O. **Stewardship Committee:** B. Bauman reported that the last phase of the stewardship initiative, the Treasure phase, has started. Commitment Sunday is scheduled for the weekend of January 28 and 29.

P. **Cluster Council:** The next meeting will be January 26, at Saint Andrew Rectory. At the last meeting, discussion centered on creating mass schedules in anticipation of having only two priests in the Cluster. Good news was shared by Father Bob. The Newman Center is bringing in a priest for an interview. The Newman Center is very excited and hopeful for this new development.

9. **New Business**

A. **Sharing of Gifts and Talents:** Sister reported that a Cluster activity has been scheduled for February 17 and 18: a Spiritual Gifts Workshop. This will be held on Friday the 17th, from 7:00-9:00 PM and on Saturday the 18th, from 10:00 AM to 3:30 PM. This event will be held at the Knights of Columbus Building in Murphysboro.

B. **Ash Wednesday:** Father has suggested Masses be held for Ash Wednesday at 7:00 AM at Saint Francis; 12:15 PM at the Newman Center; and 7:00 PM at Saint Francis Xavier. There is also a Mass at Saint Andrew, at 8:45 AM (the school Mass).

C. **Ecumenical Burning of Palms :** This will occur at 7:00 PM on Tuesday, February 28.

D. **Pre-Cana:** A Pre-Cana session will be held Saturday, January 28. Father indicated that additional team couples for future Pre-Cana sessions are needed.

E. **Other:**

>M. Mitchell inquired about the whereabouts of the church sign. Father reported that it was being repaired and will be up soon.

>C. Grace reminded the Council that the Catholic Social Services breakfast at the Newman Center will be February 18, at 8:00 AM. The Bishop has been invited, and the Althoff Gospel Choir will perform again.

>Retreat Opportunities: C. Grace reported that there will be a Crusillo weekend for men, February 23-26. E. Varsa reported that there will be a Men's Retreat at the White House in March 23-26.

10. **Pastoral Associate Report:** Sister Rosemary reported the following:

>RCIA is doing well; nine people are currently candidates.

>Sister and Father are also discussing the possibility of offering RCIA at some other times during the year to serve those who cannot attend the classes that begin in September.

11. **Pastor's Report:** Father Bob thanks everyone who contributed to making the Christmas celebrations so meaningful and successful. Father also reported that, as President of the National Association of Diocesan Ecumenical Officers (NADEO), he will be attending the World Council of Churches Ninth Assembly Meeting in Porto Alegre, Brazil, from February 5 to 22. Guest priests will serve the Parish in his absence.

12. **Next Meeting:** Monday, February 27, 2006, 7:00 PM, Xavier Hall.

13. **Individual Responsibilities:**

>C. Grace to contact a person for possible storage space for the Lights Fantastic float;

>Father will get and post pictures of the Bishop and the Pope in the Church;

>Father will schedule a walk-through with Deacon Don Dietz;

>The Council will reflect on the in-service session on goal planning.

13. **Prayer/Adjournment:** Chair L. Butler adjourned the meeting by asking Sister Rosemary to give the closing prayer at 9:08 PM.

Respectfully submitted,

Laura K. Kidd

ATTACHMENT A
PSR Report, Toni' Intravaia, January 23, 2006

Last Sunday I had three more PSR enrollments - family moved from Philadelphia.

Again we had subs for grades 8 and 9 while I was at Teens in Spirit in December.

Teens in Spirit had their December 4th meeting opening with Celebration of the Eucharist, then lunch, My Catholic Faith Quiz, the video on the Hispanic Families within Our Diocese, Secret Santa Toys for Spanish Children, Youth Sharing their Service Experiences, discussion on the Confirmation Retreat, and closing with an Advent Activity on the Jesse Tree. Now we are in preparation for the Third Meeting on February 26th.

The Adult Bible Study meetings are going well. We are working on Jesus and the Gospels each Tuesday night. On the third Tuesday we have the Catechist meeting on the Sacraments.

The 10 am Children's Liturgy continues with three of us: Christa Tichacek, Sharon Kippenbrock and myself. For subs I call on Clare Mitchell; when that is not possible after other calls, Sister Rosemary takes over. Yesterday the kids really enjoyed not only Jonah but Sister with her guitar. Thank you so very much, Sister. Lent is coming; then Clare Mitchell will be doing the 8 am also.

In January the 7th grade took the ministries for the 10 am Mass; in February the Freshman class will assume the responsibility.

This coming Saturday, Rose Hogan, Gina Hill, Pat Cripps and I will be attending the Catechetical Regional Day at St. Mary in Anna. This regional day will explore how we are all connected to God, to each other, and to all creation.

Bill Harper and I have met for the Vacation Bible School week here at Saint Francis. We are sharing duties with Saint Andrew.

As an added note: The PSR Youth did an excellent job of being part of the Spirit of Christmas; also blankets were collected; other items were contributed for the Hispanic community through Sister Pat.

ATTACHMENT B

M E M O

DATE: January 19, 2006
TO: Building and Grounds Committee
FROM: Margie Mitchell

Our committee has been trying to get the report from John Weber, Trane, regarding his recommendations re heating/air conditioning after a walk through Xavier Hall. Since we were unable to get the report, I decided to call the Diocesan Chancellory Office to find out if there was a relationship between the Diocese and Mr. Weber.

Talked with Bill Knapp and found out the following:

-Mr. Weber had represented himself as a Diocesan engineer. He had no authority from the Diocese. I told Mr. Knapp about our situation with Mr. Weber, Trane. He asked if we had paid him any money and I said no.

-The Diocese has a Property Manager, Deacon Don Dietz. We can schedule Mr. Dietz to come do a walk through inspection of our building at no cost, and he will recommend what we do next. He will furnish a list of engineers for us to contact. (Mr. Dietz works on Tuesdays and Thursdays).

-Project will need to be bid, there are also different levels of policy approvals needed.

-Parish should have received a "Construction and Renovation Policy" manual which we should be using as we plan our parish hall renovation. If it cannot be located, Mr. Knapp will send another copy.

-Also found that for projects with costs of \$250,000 to \$1 million, we need to have 50% of funds on hand.

So guess we can proceed now that we know there is "NO" report from John Weber.