

**PARISH PASTORAL COUNCIL
SAINT FRANCIS XAVIER CHURCH
CARBONDALE, IL
Monday, June 25, 2007**

In Attendance: Jane Boardman, Laura Butler, Father Bob Flannery, Toni Intravaia, Laura Kidd, Paul McGreal, Margie Mitchell, Steve Schauwecker, Bryan Stinchfield, Doris Weaver, Ed Varsa

Excused: Chuck Grace, Julie Laczynski

1. **Prayer/Reflection** – Father Bob opened the meeting at 7:00 PM by reading a Gospel from Luke. Reflection followed.
2. **Call to Order/Roll Call:** Vice-Chair D. Weaver called the meeting to order. The Council welcomes our newest member, Bryan Stinchfield. One more member is needed to fill the remaining vacant seat.
3. **Visitors:** None.
4. **Approval of Minutes of May 2, 2007:** Minor spelling errors were noted and were corrected. Contingent on these corrections, E. Varsa made a motion, which was seconded by M. Mitchell, to accept the minutes. The motion passed on a voice vote.
5. **Old Business**
 - a. **Capital Campaign**—Amount Pledged: Father Bob reported that \$577,033 out of \$610,000 Campaign goal has been pledged. Of that amount, \$168,761.21 has actually been collected. New members to the Parish will also be made aware of the Campaign. Father stated that the third weekend of every month has been designated as the day for those who are giving their pledges monthly. Father and the committee are very pleased with the success of the Campaign.
 - b. **Parish Website:** M. Mitchell reported that the website needs updating. The appropriate people will be contacted and the website will be updated.
 - c. **Cluster Mission—new dates: October 6—10, 2007:** The dates for our first Cluster Mission has been set. The Cluster Council is working on getting volunteers for the various committees that will work on the Mission.
 - d. **New Parish Directory:** Father reported that a committee for coordinating work on a new Parish directory is being formed and volunteers are still needed. For the directory, the Parish will contract with Life Touch studios. Photos for the directory will probably be done in November or December 2007. Father also reported that we can have as many activity pages as needed in the directory.
 - e. **Use of Xavier Hall for various non-parish events—Rental Fee:** Father reported that the official policy for the use of Xavier Hall will remain the same: other community groups can use the hall and the space can be rented. P. McGreal reported that he talked to insurance agent for the Diocese, and discovered that the Parish is covered by insurance for any event.

However, P. McGreal strongly urges that when the Parish does rent out or allow others to use the Hall for non-Parish events that the Parish be listed as a beneficiary to their insurance so that the Parish would not be liable for injury or damages. He also further investigated the issue of serving liquor at any event at Xavier Hall and found out that the Parish is covered. For further reference, the City of Carbondale has a set of ordinances for fundraising events that cover the use of alcohol and one provisions does infur that, if liquor is served with a meal that is a fundraiser, it would be considered a sale and a license would be required for this. There is a possibility that, in some instances, the fee is waived under a 'charitable cause' clause.

The Council had a brief discussion on the subject of serving liquor at fundraising events, most specifically the Spaghetti Supper that the Youth Group has in February. The consensus of the Council after discussion was that no liquor be served at Parish events.

In a discussion on the use of alcohol by those who rent out and use the Hall for non-Parish events, the Council will demand proof of insurance and to be listed as as additionally insured.

f. **Catholic Services and Ministry Appeal**—Father reported that 112 households in the Parish have contributed \$22,222.69 to the CSMA. Father encourages everyone to contribute so that we reach our goal of \$33,563.10.

g. **Sister Rosemary's Farewell Arrangements, June 30th**: The farewell gathering for Sister Rosemary will be held on June 30, 2007. The gathering will start after the 5:30 Mass.

h. **New Pastoral Associate**: Our new Pastoral Associate, Kathy Cafferata, will officially start work on July 2, 2007. She will be attending the next Council meeting.

i. **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.

j. **New Council Members**: The Council welcomes Bryan Stinchfield as our latest Council member. One more regular member is needed, as well as new Youth representatives and one more to be named. Currently, the members and terms are as follows:

2005-2008: L. Butler, L. Kidd, J. Laczynski (last terms for L. Butler and L. Kidd; J. Laczynski can serve another term)

2006-2009: D. Weaver, C. Grace, A. Migone (last terms for D. Weaver and C. Grace; A. Migone can serve another term)

2007-2010: P. McGreal, B. Stinchfield, **Vacancy** (P. McGreal and B. Stinchfield can serve one more term after their first term)

Knights of Columbus: E. Varsa

Women's Club: M. Mitchell (can serve another term)

Heritage Club: J. Boardman

Finance Council: S. Schauwecker

Youth Representative: **Vacancy**

k. **Bishop's Appreciation Day**: M. Mitchell reported on the Bishop's Appreciation Day reception (she and her husband were invited to attend). The reception was at the Bishop's Residence and the event was well-attended.

6. **Committees and Reports**

a. **Heritage Club:** J. Boardman reported that the Club will be holding their next meeting in August to select a new chair and to set the agenda for the upcoming year.

b. **Women's Club:** M. Mitchell reported that the next meeting will be in September. Because of the Hall renovations, no firm decision has been made on the date for the Fall Festival. Hopefully, a date can be set in July or August.

c. **Knights of Columbus:** E. Varsa reported that the last meeting of the year was held in June; there was the annual family outing and fish fry at the Kusters. The Knights have some new prospective members. The Knights said farewell to departing member Grant Walker and wish him luck in his new job. Election of officers was held; congratulations to E. Varsa who was elected Grand Knight for the coming year.

E. Varsa reported that Knights' member Bob Laczynski proposed the KCs sponsor a Eucharistic Adoration Day for the Parish. The Council responded favorably to this proposal and discussed starting the Adoration after the 5:30 PM Mass on Thursday, September 6 and concluding 24 hours later on the next day, Friday, September 7, with the 5:30 Mass. This will be further discussed and formally decided on at the next Council meeting.

d. **Family Life/Respect Life/Vocations:**

Family Life: Family events in the Parish include Sister's Farewell Party.

Respect Life: E. Varsa reported that the contributions for the Shawnee Pregnancy Center, which the Knights sponsor in June resulted in over \$1100 in cash and baby products.

Vocations: Father reported that two people have been ordained in our Diocese this year, and one person will be ordained next year. There are no foreseeable ordinations after that, so we should all continue to pray for vocations.

e. **Community Life—Health Committee:** D. Weaver reported that she has a contact who will give the Parish posters on any health-related community events; she will post those in the church foyer.

f. **Finance Council:** S. Schauwecker reported that next fiscal year's budget is being worked on and he handed out to the Council the final draft of the budget that will be reviewed at the next Finance Council meeting. He explained that his is a realistic balanced budget that does call for an increase in giving (10%). The budget reflects a major increase in utility costs. Saint Andrew School has also requested an increase in giving from Saint Francis Xavier Parish. Some good news to report: our Parish will not be carrying over a deficit to the Diocese.

The Finance Council also participated in a Diocesan teleconference on Financial Committee training, which was helpful.

B. Stinchfield suggested investigating other ways to invest in utilities that might include an environmental aspect. This would include the Buildings & Grounds and Finance Committees. This is a suggestion that merits further thought.

g. **Faith Formation:** T. Intravaia reported on the activities that involve faith formation; this report may be found as **Attachment A** to these minutes. She is also busy preparing for next year's PSR and other activities.

SCC (Small Christian Communities) will start after the Mission. Our Pastoral Associate, Kathy Cafferata will be leading this.

T. Intravaia also reported that the PSR fee will increase slightly this year, in keeping with the Diocesan recommendation.

h. **Building & Grounds:** M. Mitchell will call the contractors to find out when the work on the Hall was to begin. The pre-construction meeting was held and materials are on order. A maintenance agreement on the heating and cooling systems have to be discussed and a decision needs to be made.

i. **Youth Representatives:** No report. There will be swim day on the 19th of August. D. Weaver reported that there will be a car wash fundraiser held in August for the youths going to the World Youth Day in Australia.

j. **Saint Andrew School:** No report.

k. **Social Justice:** Social justice events include the Bread for the World letters and the donations for Cuba.

l. **Organ:** The organ in the church is still on loan to us. Father reported that we could get a similar organ for about \$25,000 to have permanently. The Organ Committee will continue to look into options.

m. **Stewardship Committee:** At the next meeting, the Time and Talent Survey will be discussed and work will begin on implementing it. The Time and Talent Survey will be done in the fall.

n. **Cluster Council:** The Cluster Council is working on organizing the October Cluster Mission. At least one more member for the Cluster Council is needed from Saint Francis Xavier Parish.

o. **Other:**

SCC (Small Christian Communities): There was a good response to the Diocesan informational meeting that was held at Saint Francis Xavier concerning the organization of SCCs. The recommended program is based on the Gospel of Matthew, focusing in particular on the Beatitudes. The program is organized to last for 6 weeks and would start after the Cluster Mission and be finished before Christmas.

7. **New Business**

a. **Welcome for New Pastoral Associate, August 4 & 5:** Our new Pastoral Associate, Kathy Cafferata, will be officially welcomed by the Parishioners at the Masses on the weekend of August 3rd and 4th. The Pastoral Council will serve light refreshments after all the Masses on that weekend.

b. **New Budget:** Please see Minute Item 6f above.

c. **Security in the Church:** Father reported that the candle money was stolen again. The Council concurs with the staff that the Church be locked during the day, with a note on the doors that indicate that anyone who wishes to use the Church for daily devotions and prayers can come to the Parish office and get a key to the Church (which they will return). Everyone regrets having to come to this decision, but see no other way to protect the Church.

d. **Other matters:** Officers for the next year have to be decided. L. Kidd volunteered to remain as secretary; D. Weaver volunteered to serve as Chair. A Vice-Chair also needs to be decided upon.

e. **Welcome Dinner:** The Council discussed the annual New Parishioners' Welcome Dinner. If the Hall is still being worked on, and if there is no air conditioning, the Welcome Dinner may have to be held somewhere else (perhaps at someone's home?) or may have to be a picnic. A tentative date is September 14th. This will be further discussed at the next Council meeting.

d. **Other matters:**

Choir Director: Negotiations for a new choir director are almost complete and once the contract is signed, the new director will start.

8. **Pastoral Associate's Report** – None

9. **Pastor's Report**—Nothing additional to report.

10. **Future Agenda Items:**

- >Election of officers.
- >One remaining member needed to serve on the Council.
- >Finalize planning for Outdoor Mass and Annual Parish Picnic.
- >Finalize Eucharistic Adoration Day.
- >Finalize New Parishioners' Welcome Dinner.
- >New Youth representatives to the Council.

11. **NEXT MEETING**—Monday, August 13, 2007, 7:00 p.m.

12. **Prayer & adjournment:** The meeting was adjourned at 9:04 PM with a prayer by Father Bob.

Respectfully submitted by L. Kidd

ATTACHMENT A
JUNE 25, 2007 REPORT FROM CRE

Report from CRE June 25, 2007 - Pastoral Council

Vacation Bible School ran from June 11 thru Friday June 15 at Saint Andrew with Paulette Sparling and Toni' Intravaia as leaders. We had about 35 registered. The following were teachers: Fr. Bob Flannery, Velma Chamberlin, Helen Wisinski, Joan Sherwood, Pat Waters, Rocio Arnold, Kim Mueller, Kim Baker, Kathleen Sliwa, Micki Weaver, Joyce Hesketh, Kendra Fischer, and Stephanie Peterein. The following students were helpers: Leah Hesketh, Zack Sliwa, Caitlin & Daniel Sherwood, Daniel Williams, Kerry and Katie Flanigan, Katie R., Katie Madel, Holly & Cutler Hillesheim, Maddie Donoghue, Caroline Berlin, Alan & Gene Arnold. Next year's date is already set and Vacation Bible School will be at Saint Francis.

On June 15 Sister Teresa Marcus came from the diocese to give us an update on the Children's Liturgy that we have on all Sundays at the 10 a.m. Mass and during Lent and Advent also at the 8 a.m. Mass. The whole idea is to have that section of the Mass the same as adults but at children's level. We have the first reading, the sung Psalm (we have a CD on that), the Gospel with the children standing, and the Creed (they will use the Apostles Creed). We have done this now three times and it is great.

The Adult Religious Formation finished the 8 session meeting on the Gospel of John. The group discussed becoming part of the Small Group Sessions on the Matthew 5-7. We noted that the RCIA group from last year wanted to continue meeting and discussing.

Teens in Spirit had their first meeting to begin the planning for the coming year. Father Bob, Laura Kidd, Tom and Clare Mitchell, Paulette Sparling and Toni' Intravaia met for supper and the meeting led by Chuck and Barb Grace. Meeting dates were set October 7, December 2, March 2 and April 6. Confirmation date has not been set.