

**SAINT FRANCIS XAVIER PARISH PASTORAL COUNCIL MINUTES**  
**SAINT FRANCIS XAVIER CATHOLIC CHURCH**  
**CARBONDALE IL**  
**Monday, January 28, 2008**

**Attendance:** Jane Boardman, Laura Butler, Kathy Cafferata, Father Bob Flannery, Chuck Grace, Tonì Intravaia, Laura Kidd, Paul McGreal, Margie Mitchell, Steve Schauwecker, Walt Tomczak, Ed Varsa

**Absent:** Youth Representative

**Excused:** Ana Migone, Julie Laczynski, Doris Weaver

1. **Prayer/Reflection:** Father Bob opened the meeting at 7:00 PM with a reading from the Gospels; reflection followed.
2. **Call to Order/Roll Call:** P. McGreal assumed the duties of Chair tonight and called the meeting to order following the opening prayer and reflection.
3. **Visitor**—Randy Flachsbart from the Diocese Development Office
4. **Approval of November 2007 Minutes:** E. Varsa made a motion, seconded by M. Mitchell to approve the November 2007 minutes. The motion carried on a voice vote.
5. **Old Business**
  - a. **A presentation by Randy Flachsbart** from Diocese Development Office was made to the Council, explaining the awareness program for planned giving, which includes parishioner estate planning such as bequests to the Parish, as well as other marketing ideas. He suggested that a blurb be inserted into the weekly bulletin to inform parishioners of this option as they plan their estates. The Council was in agreement that providing this information to parishioners was a positive idea.
  - b. **Capital Campaign:** Father Bob reported that \$583,783 of the total amount needed (\$610,000) has been pledged. Pledges received to this date are \$256,968.11; expenses paid out to this date have been \$257,041.72. The next big job will be the roof.
  - c. **Parish Website:** P. McGreal reported that he has gathered examples of other parish websites and plans to brainstorm with K. Cafferata on some ideas for website redesign. Parish news and upcoming events are current.
  - d. **New Parish Directory:** Father Bob reported that we are waiting for the final proof of the directory.
  - e. **Use of Xavier Hall for non-parish events—rental fees:** P. McGreal presented the final revision of the Xavier Hall use polices. After a brief discussion, C. Grace made a

motion, seconded by M. Mitchell, to approve the use policies. The motion carried on a voice vote.

Special thanks to P. McGreal for all the work he put into researching, creating and revising the use policies for Xavier Hall.

f. **Catholic Services and Ministry Appeal:** Father Bob reported that the total amount of 2007 contributions for the CSMA from Saint Francis Xavier Parish is \$27,699.56 from 148 households. This is down from last year's collection, which was \$33,563.10 from 167 households. Letters for the 2008 campaign will be sent out before the end of February.

g. **New Council Member:** Because of his class schedule, Bryan Stinchfield resigned his place on the Council. With this vacancy, there will be at least 3 Council member seats to be replaced in 2008: the two seats currently occupied by L. Kidd and L. Butler (both members are currently finishing their second 3-year terms), the vacancy left by B. Stinchfield, and another 2007-2010 term vacancy.

This assumes, however, that J. Laczynski will serve another 3-year term. If she does not, then 4 new Council members will need to be selected.

As a reminder to the Council, the following is a re-cap of the elected Council seats:

**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, Vacancy (B. Stinchfield's term), Walt Tomczak (P. McGreal can serve one more term)

H. **Eucharistic Adoration Date:** The next Eucharistic Adoration dates are Thursday, February 28 and Friday, February 29. The Knights of Columbus are sponsors. This information will be put in *The Messenger*.

I. **Security in Church and Xavier Hall:** Discussions and planning is still progressing on security plans for the Church and the Hall. The Building & Grounds Committee continues to work on this.

## 6. Committees and Reports

a. **Heritage Club:** J. Boardman reported on the last meeting of the Heritage Club, which featured Father Bob as a speaker. The February meeting will be held on the 21st; this will be a Valentine's Day celebration, which will start with Mass at 5:30 PM and end with dinner at Hunan's.

b. **Women's Club:** M. Mitchell reported on the upcoming Fish Fry which will be held the first Friday after Ash Wednesday, February 8. Tickets are on sale and donations are being accepted.

The Cookie Walk was very successful and made \$1241. The Christmas items netted \$105. The Club had a meeting in January; the next meeting will be April 9. Decisions on

charitable donations will be made at the next meeting. The annual Women's Club Brunch is scheduled for May 18, 2008, after the 10:00 Mass.

c. **Knights of Columbus:** E. Varsa reported that the Knights had their annual Mass on Wednesday, January 2 for deceased members, followed by a meal at Houlihan's. This event also included the widows of any deceased Knights' members. The February meeting will be held on Ash Wednesday, February 6 before the 7:00 PM Mass. The Knight's Fish Fry will be held March 14.

The Knights are also holding applications for some new members and are currently planning their initiation.

d. **Family Life/Respect Life/Vocations:** Father Bob reported on the news story that the number of abortions have decreased in the United States. He reminds everyone to continue to pray that life, in all forms, continues to be cherished and protected.

e. **Community Life—Health Committee:** K. Cafferata reported that she and D. Weaver have been meeting to plan events centered on health issues. Their goal is to have one informational event every month. In February, the Committee will be handing out red ribbons to promote awareness of the dangers of heart disease.

f. **Finance Council:** S. Schwauwecker reported that the Finance Council met in January; work on next year's budget has already started. S. Schwauwecker also informed the Council of the 'fantastic' job that Diann Tomczak has been doing as bookkeeper. He reported that the books are in 'great shape' and that Diann deserves much of the credit for that.

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

C. Grace also reported that the Men's and Women's Cursillos will be held in mid-February; the exact times will be announced to the Parish. E. Varsa also informed the Council of the White House retreat for men, which is scheduled for after Easter, March 27-30.

h. **Buildings & Grounds:** M. Mitchell reported that the B & G Committee met on January 9. They discussed getting estimates for repairing the baptismal font (which needs to be completed by the Easter vigil). The Committee also discussed bid specs for the roof; there is a pre-bid meeting February 1 and the final decision should be known by February 8. The leak in the KC room was also discussed, and David Cauthen, our custodian, will try to repair the leak. The dishwasher sprayer has also been fixed.

i. **Youth Representatives:** K. Cafferata reported on the activities of the youth. There are 4 high school students that are going to the Diocesan Youth Conference. Two of our students are still busy fundraising for the World Youth Day in Sydney, Australia and so far, they have met payment dates. Fundraisers for various youth events continue to be held.

K. Cafferata also reported that the youth who are going to be confirmed this spring are doing 'great' with their service hours, which is an important part of the Confirmation preparation.

j. **Saint Andrew School:** Father Bob reported that Catholic Schools Week starts this week and many activities concerning this event will be held at the school.

k. **Social Justice:** No report.

l. **Stewardship Committee:** Father Bob reported that the Stewardship of Prayer cycle just concluded. The speakers who gave witness were very effective and well received. Many prayer commitment forms were returned. The next Stewardship cycle will be Treasure.

m. **Cluster Council:** L. Kidd reported that the next meeting of the Cluster Council will be January 30. The meeting will be discussion of the final plans for the Cluster Mass, which will be at Saint Andrew Church on February 3.

n. **Small Christian Communities:** K. Cafferata reported that four SCC groups had formed and met for scripture study during the Advent season. The next unit of study will start the first week of Lent and continue for six weeks. If anyone else is interested in a SCC, they can contact K. Cafferata.

o. **Liturgy Committee:** Father Bob reported that J. Boardman has been helping with this Committee and that planning for the Lent and Easter liturgies is underway. The January 14 Liturgical Minister Training session was well attended and a make up session will be held Tuesday, January 29. Diann Tomczak is using a new program to set-up the ministry schedules.

## 7. **New Business**

a. **Listening Session,** February 2nd at Newman Center, 9:00-10:30 AM: A 'Q & A with the Bishop' listening session will be held at the Newman Center. Everyone is welcome.

b. **"Seeds of Hope"** in Shyrook, February 23, 9 AM to 2 PM: This is an inspirational day of prayer and sharing. Please contact the office to make reservations for this event.

## 8. **Pastoral Associate's Report:** K. Cafferata reported on the following:

>YMPT: doing coffee and donut Sunday in March. The YMPT is planning a Fat Tuesday supper on February 4 and inviting everyone who is interested to attend who might be interested in joining the YMPT and helping with the Youth.

>Schedules for Coffee and Donut Sundays: Knight of Columbus in April; Women's Club in May; Heritage Club in June.

>The RCIA members are 'just wonderful'. The group is excited to join the Church. K. Cafferata is grateful for such a 'great' group.

## 9. **Pastor's Report:** Father Bob reported the following:

>Interfaith Week will be held in April.

>He is continuing to plan for the pilgrimage he is leading in November.

>Lenten Penance Service schedule:

Saint Andrew: Tuesday, March 4

Saint Francis Xavier: Thursday, March 6

Newman Center: TBA

10. **Reminders/Agenda items/Individual responsibilities:**
  - >Include as a new agenda item, the Interfaith Council Report (P. McGreal is our representative)
  - >Discuss Council Members (see item 5g, above)
11. **NEXT MEETING—Monday, February 25, 2008**
12. **Prayer & Adjournment:** The meeting was adjourned at 8:40 PM with a prayer led by K. Cafferata.

## **ATTACHMENT A**

### **Faith Formation Report January 28, 2008 Tonì Intravaia**

The PSR program is moving along with spirit, love and heat. Each class is now preparing for Lent, which includes Reconciliation for the classes from second grade through ninth. On Saturdays I meet with one 3rd grader who will join the First Communion class. Nancy Konecek reports that about half the class will be at the 5:30 Mass at Saint Francis and the other half will join the Hispanic Mass on the following Sunday. And where needed, my sub-teachers are great.

Faith Formation group has been meeting on Tuesdays at 7 pm with the Catechist and as a Small Christian group. Although small, it is a good group that never misses. We will be adding another member in Lent.

The Children's Liturgy has been meeting with two new members at the 10 am Mass and they have enjoyed it very much. Come Lent we will have Clare Mitchell at the 8 am Mass.

The RCIA has been very busy. I am part of the Team, but Kathy will give you the details. I work with two youth on Saturdays or on other times when sports intervenes.

The Confirmation group of Juniors and Seniors are meeting seven times besides the Sunday Teens in Spirit schedule. Last night was our first Confirmation meeting and met only with me but I had the help of Thom Mitchell and Kathy Cafferata. We have a text that the class works on at home as well as at meetings. I really felt good about last night's gathering. (I learned a lot in preparation for this.)