



ST. FRANCIS OF ASSISI PARISH

6245 Wilmington Pike Centerville, OH 45459-7108

PASTORAL ADVISORY COUNCIL (PAC) MINUTES – February 3, 2015

The meeting commenced at 8:06 pm.

Attendees: Father Tom Schmidt, Jim Franz, Joe Schmidt, Michael Freil, Amanda Roddy, Mary Ellen Singer, Roger Dunlap, Chris Gallagher, Jack Sederstrand, and Lynda Middleton.

Opening Remarks/Administration/Meeting Minutes: Jim Franz welcomed everyone to the first meeting of the calendar year.

Reports:

- Social Action Commission (Michael Freil):
 - The next Dayton Weavers of Justice meeting will be at the Pilarczyk Center on March 23rd.
 - Father Tom will provide a blessing at upcoming Masses for the Catholic Relief Services Rice Bowl Project during Lent.
 - Habitat for Humanity will invite a guest speaker from St. Charles Borromeo in an effort to get more people involved.
 - The Commission discussed its goal to increase Parishioner awareness of their presence through use of the weekly Parish bulletin and website.

- Faith Formation Commission (Jim Franz):
 - Pope Francis declared 2015 be celebrated as the 'Year of Consecrated Life'; the Commission will invite a Brother and Sister from the Parish to speak on their Calling.
 - Progress Reports were distributed for Wednesday and Sunday religious education classes
 - Lent planning meetings took place on January 21, 24 and February 1.
 - First Reconciliation celebration was on January 28; the next one is scheduled February 7.
 - Grade 5 will participate in the Ash Wednesday 4:30 Mass (February 18).
 - All parishioners, especially parents, are encouraged to participate in all activities; the Commission will work to inform the Parish of its activities.
 - First Aid for Mental Health training is planned for April 11-25
 - Neighboring churches are welcome to attend
 - Training cost is \$35.00 per person
 - The Commission reviewed their charter and mission statement; their focus is to work on each job description for those recruited as new members:
 - Commission members were encouraged to increase involvement through observation of Ministry meetings
 - The Commission plans to hold events to ask for feedback from the parishioners and to meet with diocese Faith Formation catechesis.

- The Commission plans to pursue ways to interact with non-Christian faiths to work on areas where our beliefs intersect and are common.
- **Worship Commission (Joe Schmidt):**
 - The Commission decided that rocking chairs are not required in the Church for the parents with small children. It will continue to investigate the need for Child Care during Mass and plans to provide a recommendation to PAC by fall, 2015 (see new Action Items below).
 - Father Tom announced that the current Mass Worship Aid will be phased out; the weekly Mass songs will be included in the Parish weekly bulletin, published by the Diocese free of charge:
 - The transition should occur during Lent; exact date to be determined.
 - Father Tom plans to conduct a Parish survey on this in the future.
 - The Commission discussed their strategy and plans on how to best evaluate and gather feedback on the recent changes implemented during Mass by the Liturgy Implementation Team.
- **Finance Committee (Chris Gallagher):** The meeting was postponed until February 11.

Old Business/Action Items:

- The PAC reviewed and approved the Meeting Minutes from November 2014.
- **Parish Ministry Fair:** The Fair is scheduled after Masses on April 18 and 19. Bob Merland continues to lead this effort and is working the physical layout.
- **Parish Discernment:** Lynda Middleton discussed the Parish Discernment program conducted in November 2014 and plans to make changes based upon lessons learned.
 - The program will be combined into a single meeting (previously two separate meetings).
 - Lynda will update some material content using more Catholic-based sources
 - Lynda recommended conducting earlier in the year to maximize involvement.
 - Fr. Tom Schmidt suggested adding Ministry advertisement and recruiting during his quarterly Welcome Meeting with new parishioners, to include an invitation to Discernment program attendance.
- **Growing An Engaged Church:** Jack Sederstrand briefly discussed the status and requested an additional member of PAC to join the effort.
- The PAC discussed the Finance Committee's proposal to change the timing of all PAC, Finance Committee and Commission meetings from the first week to either the third or fourth week of the month, beginning in July 2015:

- Current timing does not allow timely reporting of monthly financial data, which is not available until after the second week of every month (for the previous month), and would better align Parish fiscal information with Parish activities.
- Deacon Chris will survey members of the PAC and Commissions, and recommend to PAC a way forward (see New Action Items below).

New Business:

- The PAC discussed communications and coordination between itself and the Finance Committee, and the Social Actions, Faith Formation, and Worship Commissions. It was recommended that each Commission chair also attend PAC meetings to directly report all Commission activities and recommendations, and that PAC continue to send representatives to all Commission meetings in an effort to improve communications and coordination across the Parish. Father Tom decided to continue current method of reporting, but noted all members of the Parish, including Commission chairs, are allowed (but not required) to attend PAC meetings.
- The PAC recommended further discussion at the next meeting to post all PAC and Commission meeting minutes on the Parish website and application. Photos of members of the PAC and heads of the Finance Committee and Commissions could also be included (see New Action Items below).
- Father Tom introduced the book, ‘Redeeming Administration”, by Ann Garrido. This book can be very helpful to PAC and includes twelve “Spiritual Habits for Catholic Leaders”. The PAC will briefly review this book at future PAC meetings (one chapter per meeting). Father Tom will present the first chapter.

New Action Items:

- The Worship Commission will provide PAC a recommendation concerning Child Care during Mass by fall, 2015 (Action Item #15-1).
- Deacon Chris will recommend to PAC a way forward on the proposed schedule change for all PAC, Finance Council and Commission meetings, beginning in July 2015 (Action Item #15-2).
- PAC will discuss posting all PAC and Commission meeting minutes on the Parish website and application, to include posting photos of PAC members and Committee/Commission Chairs (Action Item # 15-3).

Closing Remarks: Jim Franz thanked everyone and closed the meeting. The next PAC meeting is scheduled for Tuesday, 3 March 2015.

The meeting concluded at 9:04 pm.