

**Our Lady of Lourdes Parish
Minutes of Pastoral Council Meeting**



January 17, 2024

In-Person

6:00 – 7:29 p.m.

Pastoral Council in Attendance: Deb Steppe, Mary Alston, Cory Anshus, Paula Dahlman, Jackie Dombrowski, Anita Eikens, Denise Haussy, Pat McKay, Tom McKean, Rebecca Porter, Judeen Schulte, Lorie Skeff, Jim Stamatakos, Donna Van Wynsberghe (Chair), Barb Webber, Christine Yatchak

Excused: Dave Hansen, Nancy Short

Blessing: Cory Anshus read the Romero Prayer. The prayer reminded us that we cannot do everything but that “We plant the seeds that one day will grow. ... We are workers, not master builders, ministers, not messiahs. We are prophets of a future not our own.” (<http://www.romerotrue.org.uk/romero-prayer>).

Parish Director’s Update: Deb Steppe reported three items:

1. The GIFT session on 2/4/2024 will be a follow up to the first session on synodality. Deb encouraged all Pastoral Council members to attend in order to hear the concerns of parishioners who attend.
2. Staff and Finance and Pastoral Council collaboration meetings have been scheduled previously on Saturdays. However, this year the groups will meet on Wednesday February 21, 2024, beginning at 5:30 with pizza. This will be an opportunity to get to know each other and to pray together. The gathering will last until about 7:30 and will likely be in Room 10.
3. Staff are exploring the possibility of changing the liturgy times. No decisions have been made.

Old Business

- A. Donna Van Wynsberghe reminded us that Council member writings were due as follows:
 1. *Spotlight*: Jim Stamatakos – due January 24 for February 4 bulletin
 2. *Unsung Disciples*: Rebecca Porter – Due February 7 for February 18 bulletin
- B. Organizational Structure Chart Revision (Due Jan. 17th). Donna said that she will work with Marc Puechner to update the chart and bring the revised chart to a future meeting. She thanked everyone for completing the revisions.
 1. Worship: Deb/Nancy Short (completed)
 2. Administration: Maryrose Wolf (completed)
 3. Formation: Maggie Russell and Steve Szymanski (completed)
 4. Community Life: Paula Dahlman and Denise Haussy – submitted 1/17/2024
 5. Outreach: Judeen Schulte - submitted 1/17/2024
- C. Donna asked everyone to bring their *Pastoral Council Manual* to the March meeting to receive updates.
- D. Rebecca Porter said she and Jane Wester are “trading dates” about when to meet to discuss how to proceed with the Volunteer Board.
- E. Homebound/Disabled Subcommittee Report
 1. Lorie Skeff, Jim Stamatakos, and Barb Webber reported that they met. They said they understood that their goal was to explore how to connect with parishioners who are homebound and disabled. Because they are unsure who would be included in this group, they are beginning with a needs assessment and made the plans that follow.
 2. One possible group that would be included are the persons in 25 households who ask for bulletins to be mailed to them. Inferring this group may be homebound and not attending Mass, Barb Webber will telephone them in March. She will ask, “Is there any way we can help you feel more connected?” and listen for/to their responses.
 3. A second group who will be contacted are those who watch the Livestream. A slide will be included in the announcements before the Liturgy that lets them know we would like to hear from them and ask them to answer a four-question survey re: reasons for not attending in person, last time attended physically, and importance of attending in person. The final question will be, “Do you have any suggestions for us to help virtual attendees feel more connected to Our Lady of Lourdes?” A QR code and an option to contact the parish office for the survey will be provided. Jim Stamatakos will create and collect results of the survey.
 4. The Subcommittee presented current COVID incidence and guidelines. Council members suggested that the west end side pews be clearly marked as available for those wearing masks and assure that masks are

available. We also recommended that a slide be included in the pre-Liturgy announcements with gentle reminders about keeping our community safe by using masks when ill, etc. Barb and Deb will work on this.

- F. Donna provided information about the *Safe Environment Training* that is required of all Council Members by the end of May. She said anyone who has not completed the training previously must attend in person. Those recertifying may do so through online modules. Each training takes three to four hours. Information and registration are available at <https://www.archmil.org/offices/safeguarding/Safeguarding-Events.htm>.

Updates/New Business

Donna said she has received the proposed budget for the Pastoral Council. The Finance Committee recommended that the budget of \$450 remain the same. Council members agreed that seemed feasible.

Committee Reports

- **Social Justice:** Pat McKay said the group received a request from a parishioner asking that all upcoming collections, e.g., for mittens, Haiti, etc. be coordinated. Donna said Maryrose Wolf coordinates when collections will occur, and new groups are scheduled through Maryrose. Christine Yatchak suggested that the parish provide a list of all collections each year so people could plan and budget for donations, buy ahead, etc. Council members heartily endorsed this.
 - Pat reminded everyone that the All Saints Gospel Choir will sing at OLOL on February 9th from 7:00 – 8:00 p.m. Refreshments will be served. An RSVP will be requested. Pat was asked if the presentation could be filmed; she said she would follow up with Marc Puechner regarding this.
 - Pat said The Racial Justice Collaborative (an archdiocesan wide group of over 20 parishes) continues to fine tune its mission statement. As a Council, we formally commended and thanked Pat for being OLOL's official rep to the group.
- **Liturgy:** Deb Steppe reported that the Liturgy Committee has the Easter Vigil planned and are working on the services for Holy Thursday and Good Friday.
 - Fr. Dave Cooper currently has serious health concerns so Fr. Rick Abert, SJ will fill in at some Masses.
 - Peg Kasun, former OLOL music director, is very ill yet wants to complete her Master of Arts in Liturgy and Music. She is required to create a prayer service for her program so she will conduct a Service of Anointing at 7:00 p.m. on 2/8/2024, with refreshments to follow. All are invited.
 - The Liturgy position is currently posted. However, to fill the gap, Julie Fraleigh is now working 20 hours per week and Chris Deily is hired for 10 hours per week to do petitions and related activities. Deb plans to hire a liturgy assistant to open/close the building, order hosts, etc.
- **Finance Council:** Rebecca Porter said the Council meets the week of 1/21/2024. December contributions are ahead of budget and expenses continue to be down so the parish is currently about \$72,000 ahead.
- **Discipleship Institute:** Lorie Skeff said viewing of Season 2 of *The Chosen* will begin 1/18/2024. Snacks will be available onsite. Persons may watch virtually and hold a discussion.
 - Stations of the Cross will be held on 2/16/2024 on Zoom.
 - Lorie reminded us to attend the 2/4 session on Synodality. She will send a link to a presentation by Fr. James Martin on his Synod experiences.
- **Formation:** Jackie Dombrowski referred everyone to the Formation Report.
- **Marketing/Communication:** Anita Eikens said the updated parish history is now on the webpage. She reminded everyone that groups can work with Marc Puechner to update their webpages at any time.
- **Community Engagement:** Denise Haussy reported they are still working on activity bags for kids' use during liturgies and prayer services. Paula Dahlman said that the next community weekend is the weekend of 2/10.
- **Deanery Report:** Jackie Dombrowski and Paula Dahlman said they may meet in February.

Summary of the Meeting: We have a clear direction for trying to increase connections with the homebound; updates for the organizational chart were submitted; details were provided so everyone may sign up for Safe Environment training; we will meet with the Finance Council and staff during the 2/21 meeting time.

Next Meetings: 2/21/2024; 3/20/2024; 4/17/2024; 5/15/2024; 6/19/2024

Closing Prayer: Deb concluded with a prayer of gratitude and wisdom as we continue moving forward.

Respectfully submitted: Judeen Schulte