

PPC Minutes
January 9, 2017
Library

Attendees:	George Kashmar	Michael Knight	Jon Monroe
	Kathleen O'Connor	Megan Pavelska	Gerry Salzman
	Father John Trout	Janine Wilson	

The meeting begun at 7:02 pm

Father Trout led the opening prayer using the Seven Steps format using the gospel for next week – Breaking Open the Word on the back of the Carpenter. This would be the same format used in the Communities for the Kingdom

Pastor Comments

- There was a deanery meeting. Bishop George Rasas has communicated that he will be retiring in May 2017. Bishop Frances Kane will be retiring later in 2017.
- Renew My church – Archdiocese program has started two pilot programs – one on the Southside of Chicago and one in the North suburbs including such churches as St. Joseph, St. Phillips, Faith hope and charity. Both pilots have 5 parishes in them.
- Father Hennessey's 50th anniversary as a Priest will be celebrated on Saturday, April 22nd. Joe Endress will be heading up the reception.
- Annual staff reviews will occur in February. George will be looking at the 360 tool. George is researching tools on the internet now if anyone has suggestions, please send them to him by January 31, 2017
- Father will also be conducting annual reviews for the Priests. He would like any specific constructive feedback sent to George by January 31, 2017. George will send to PPC members the format he would like to receive this feedback in.
- Father Trout will be on vacation January 17 to January 27.

Quarterly Reports

Community Building Commission

Gerry reviewed the Community Building Commission Quarterly Report. This report is at the end of the minutes.

- Gerry highlighted the need for more participation of ministries with JAVA with Joe.
 - Discussed setting up criteria for ministries receiving support from the Parish to man a weekend so JAVA with Joe can continue.
- Gerry communicated the success with the Welcoming baskets. In 2016, there were 122 families welcomed with a total of 369 individuals including children. Feedback has been well received

Prayer and Worship Commission

George communicated specifics with the Prayer and Worship Commission Quarterly Report with Mike Mulligan not being able to attend PPC meeting.

- The history of the Mary and Baby Jesus event after mass in December was a huge success. There were over 200 people in attendance. A photo of the painting was also included on the January 1, 2017 Carpenter.
- Christmas Liturgies were successful. Over 6000 people attended masses between Christmas Eve and Christmas Day. With having 3 masses on Christmas Eve within 30 minutes has helped with crowding issues. The gym, the Koenig Center and the Church were all full. Ushers helps parishioners find a place to sit in one of those three areas.
 - The Various ministries made these liturgies very successful whether it was Altar Servicing, Liturgy coordinators, sacristans, Proclaimers and EOMs,
 - Plate collections for Christmas was up 10% from prior year and should end around \$200,000 from the liturgies.
 - George is looking at possibly reserving a section for Seniors so they have a place to sit at Christmas liturgies
 - George will be investigating the ticketing process that the Holy Name Cathedral does for their Christmas liturgies as a possibility also
 - Possibly look at Auctioning parking spaces or pews for Christmas during the year at Community Building events as a fund raising effort
 - Recommendation to change the external musicians to be at 10:45 to 12:30 since these are the masses that have more parishioners at rather than 7:15 and 9:00
 - A word of thanks to Anna Roeser for managing the construction projects with the church from September to December.
 - New Chalices and ciboria are being created to match the new tabernacle
 - A Parishioner has donated new Candle Stands for the Altar
- The liturgy planning is already started for Lent. Ash Wednesday is March 1st

Annual Catholic Appeal Discussion

- In February the Archdiocese will launch the Annual Catholic Appeal. This year it is Love your neighbor as yourself.
 - Had a discussion about if we should commit the rebate funds to specific programming in the parish. These funds used to be required to cover operating expenses but for the past few years, the Parish has managed spending where these dollars were not needed for operating expense. 2016 rebate was utilized for the Church construction project.
 - Determined that supporting the newly created Children's Justice Fund and Deferred Maintenance should be in general where the 2017 rebate would be earmarked

Renew My Church Survey Results

- We received the data from the 2016 Survey the Archdiocese sent out for Renew My Church.
- Gerry Salzman summarized the highlights from the survey

- Survey showed the individuals that filled it out were majority 45 years and older. This does not reflect the demographics of the Parish but represents who took the time to fill out the survey whether the printed copy or online.
- Involvement showed the Parish at 57% where as the Archdiocese is at 60%
- In most categories the survey shows St. Joes more favorable to the Archdiocese results.
- Importance factors of the church were similar to the Archdiocese. The top 3 were engaging homilies warmth/welcoming, inspirational pastor
- Top 3 reasons for attending current Parish were the location, pastor and warmth/welcoming. Very consistent with the Archdiocese results
- Opinion of the Parish was very positive – 75% believe it is thriving and growing and 17% growing but not yet vibrant.
- Opportunity for the Parish is the number of disengaged parishioners which was much higher than the Archdiocese results. 17% of the parishioners felt that if the parish was more welcoming that would improve engagement.
- Teen and Youth focus is a top priority for both St. Joes and the Archdiocese
- Catholic Education – 72% of families are very satisfied where Religious Ed families were 36%. This is an area of opportunity for both school and religious education.
- Recommended that we share the results with the parish in a summary using what Gerry has already summarized. Janine will work with Gerry to craft the article for the Carpenter, E-letter and Website to share the information with the Parish

Community for the Kingdom Discussion

- Father Trout worked with the professors at Vanderbilt and our summary document to add more clarity. This document will be emailed out to everyone for final review. This will be the document he uses when discussing potential steering committee candidates
- Discussed the Steering Committee Size should be 5-6 couples
- Reviewed the list of recommended names received over the past two months.
 - Father will contact the individuals and set up appointments to discuss this new initiative
 - Goal would be to have the Steering Committee assembled before Lent
- Father Trout will be taking an active role of creating the communication and messaging for the Lent Sundays. The focus will be the three pillars as defined Synodality, Mercy, Preferential Option for the Poor
- Discussed the time line for Formation program to happen after Easter
- Discussed the Launch to be Pentecost Sunday, June 4th for the pilot communities with the Parish wide launch to be in September after feedback from the pilot communities.

Other

- Janine and Anna are working on the Parish Photo Directory. Currently need more pictures of seniors to balance the pages. Please send pictures to Janine by Friday 1/13/17
- Janine and Jon are working on preparing for the Census that will happen in fall 2017. First step is to select software for the Parish Database.
 - Gerry communicated the importance of only asking questions during the registration process of data that will be used.

- Michael communicated that the final check was sent to the Jesuits in Peru for the soccer field for the children to use. This will allow them to play different activities where there is not mud but actual field to play on.
- Michael shared the importance of attending the Affordable housing on Sunday January 15, 2017 from 2:00 pm to 3:30 pm. Father Trout will be giving opening comments. It is critical that each commission lead conducts personal invitations so we can have a minimum of 74 parishioners attend. 74 represents the 74 homeless individuals currently needing to utilize PADS today.

The meeting concluded at 9:13 pm

Community Building Commission

2016 Highlights-2017 Needs

Mothers with Young Children

- Supported local charities such as Bernie's book Bank, PADS, the St Joseph's Food Pantry and the Lake County Haven
- Preparing to host a holiday Christmas dinner for the women of Lake County Haven
- Worked with Catholic Charities to donate Christmas gifts to more than 47 people in the area.
- We continue to have solid member participation in a variety of events for moms and their family
- We look forward to another year of supporting local charities as well as supporting our members.

St. Joseph Windy City Tour

- Our 2016 success was our tour sold out (53 seats) in 25 minutes! Old record was 90 minutes
- Looking for new lead (s) for the tour for 2017

Women's Guild of St. Joseph Parish

- Ladies' Night Out and An Evening of Inspiration with Judy Hehr-- have each been attended by approximately 125 women. This was possible through the hard work of the board and heavily promoting the events not only in the bulletin, but also via the Guild newsletter, religious Ed and the school as well word of mouth. We are working on making the 30th Anniversary of the Housewalk a fun event that many of the women from the parish will enjoy and are hoping to also at the same time raise a fair amount of money for local charities.

Needs: No current needs identified

JAVA with Joe

- Added 5PM Mass in September of 2016
- 300 Masses served with JAVA during 2016

- Could use additional manpower for Noon and 5PM Sunday masses

Euchre

- Season runs from September through May
- Average was 32 players
- Moshi event (50/50) raised \$473
- January 21, 2017 will be the next event

Trivia Night

- Complete sell out in 2016 with (290 players)
- \$900 raised for the Appalachian Youth Project
- Next event is February 4, 2017
- Great committee

Oktoberfest

- Approximately 100 in attendance ☐ Working on dates for 2017 and will be very conscious on any potential conflicts with local high school activities
- Knights will take another look at pricing to insure its competitive
- Promotion and communication will be similar to the approach used for Mass In The Park

Greeters

- Great core group of volunteers
- Success is working closely with the usher team
- Focus on emergency awareness
- Need to increase membership

Welcome Ministry

- Very well received
- 110 new parishioner families have been welcomed with a Welcome Basket
- 75 active ambassadors deliver welcome baskets to new parishioner families
- Would encourage additional ambassadors in 2017

Mass in the Park

- 900 in attendance for the 2016 event
- Added youth dancers prior to Mass
- Class call with the rain
- In the last 4 years, we have had an accumulative attendance of 4650

St. Patrick's Dinner

- 125 in attendance for the 2016 event
- Next dinner will be held on March 18, 2017 and will be run by the Knights of Columbus
- Promotion and communication will be similar to the approach used for Mass In The Park

Senior Corner

- Gerry will continue to submit
- Bob Killackey will be participating with the Senior Council of Libertyville as Treasurer and will assist in keeping us apprised of Senior activities we can list in this portion of the Carpenter
- Bob will also insure Senior Updates are available in the narthex

Funeral Luncheon

- Paula Endress and her team continues to provide a luncheon for funerals at St. Joes
- Would also encourage more volunteers for 2017

Ministries to be Added to Community Building Commission for 2017

- Widow/Widowers Breakfast/Dinner-To be evaluated
- Irish set Dancing
- KC Free-throw contest
- KC 5K Walk at St. Mary's