

**ST. TERESA OF AVILA CATHOLIC CHURCH
PARISH PASTORAL COUNCIL
February 10, 2014**

MEETING PARTICULARS

A meeting of the Parish Pastoral Council (PPC) was held in the Parish Center, starting at 7:00PM on Monday, February 10, 2014.

ATTENDANCE

Council Members Attending: Fr. Frank Latzko, Kate Lynch, Tom Micinski, Paolo Basil, Lina Hilko, Jessica Marx, Rebecca O'Brien, Justin Peters, Amir Rafizadeh, Mike Rice

Council Members Absent: Addison Carpenter, Bert Olson, Tony Rivera

Others Attending: Anna Althoff

MINUTES

Opening Prayer – Jessica Marx

Prayer based on Matthew 6:24-34 on the theme of “Do not worry.” Short discussion and sharing on business experienced in January and how these words help to center one in what is important.

Year of Faith 2014/15 Planning – Fr. Frank

The PPC has committed to work on Year of Faith Planning for the first ½ hour of their time each month. See separate Minutes prepared by Tom Micinski, Secretary for Year of Faith Planning.

Also, during the Building & Facilities Update (see below), Paolo asked about adding a “membership drive” to our Year of Faith events. Since this falls under Stewardship, Paolo said he will take charge on the idea. [This Minute item moved up here for better documentation.]

PPC Administrative Business – Lina Hilko

Secretary

Bert Olson, our existing Secretary, is often absent currently due to a new job. How should we handle Minutes? PPC members agreed to share the responsibility. Lina will serve as Secretary for this meeting and will provide those who sign up with a Minutes template for their future use. Schedule: 3/10/2014 – Mike Rice; 4/14/2014 – Anna Althoff; 5/12/2014 – Tom Micinski; 6/9/2014 – Jessica Marx

Membership

Lina Hilko announced that Jon Assell has decided to step down from PPC because of regular Monday night classes for his degree. No need to fill this vacancy; we are still left with 13 members. Lina Hilko will reach out to Tony Rivera to check on his availability and needs since he has missed a few meetings in a row.

Food

Given PPC meeting timing, it is useful to provide food. Asked for volunteers: 3/10/2014 – Mike Rice; 4/14/2014 – Anna Althoff; 5/12/2014 – Paolo Basil; 6/9/2014 – Jessica Marx

Standing Reports

Finance Update – Justin Peters

- Since Sept, up 5% in collections from last year; operating expenses down 6%.
- Generally, our finances are doing well, and parishioners have stepped up contributions.
- Christmas collection was a little lower than budget but still better than last year (not considering an extraordinary gift received last Christmas. \$17k in 2012; \$28k in 2013).
- Rebecca also informed us that she added anticipated Year of Faith expenses to the budget information she had passed from Events/Fundraising Committee to Erica Saccucci.

Building & Facilities – Tom Micinski

- Renovation renderings are now posted for parishioners to see.
- Next Renovation Committee meeting is Feb 12, 7:00-8:30PM. PPC members welcome!
- Fr. Frank requested PPC members to present a positive outlook toward decisions/design.

Evangelization – Ashes at the EI – Tom Micinski

We announced Ashes at the EI last weekend at all masses and began recruiting volunteers. Got 6 so far and need about 30-40. Fr. Frank mentioned last year's hot cross buns, and Tom agreed to expand recruiting to cover bun baking and hospitality bag assembly. Lina Hilko offered to train and help Tom on the VolunteerSpot approach to recruiting and scheduling volunteers.

Social Justice – Haiti Initiative – Anna Althoff

- Anna has been working with Christine Murray to help raise \$20k to fund a shortfall in a school lunch program (2 schools; 11,000 children, \$0.37/meal)
- Have set up Rally.org site to enable a crowd funding approach, reaching out to St. Teresa parishioners through informal networks (not a mass email to St. T's distribution list), as well as reaching out to non-parish Zamni Lasante-PARIS supporters.
- Goal had been to launch Rally site this week, but looking to be about 2 weeks behind.
- Also working with a teacher named Ali at a school on west side of Chicago to create an art project that will be auctioned. Don't expect much money but will raise awareness.
 - St. Teresa has committed \$300 to fund art supplies for Ali's project.
 - Christine has a greater vision that Haitian school children and St. Teresa's catechesis children can each also submit artwork within the project theme.
 - Lina mentioned that it is difficult logistically to include St. Teresa's catechesis children as catechists don't have this as a vision, and time is not available during regular catechesis for this project. It really requires a dedicated leader from within the parish (ideally an art teacher or artist), and that seems to be missing.
- Lina raised the concept of St. Teresa's mission which states a goal of contributing 3% of our revenues toward missions. There do not seem to be documented procedures for the Parish Council advising on or selecting the recipient(s) of these monies, but Fr. Frank did not disagree that this could be a PPC responsibility. Add a discussion of this practice to our next PPC meeting.

Social Justice – Health Ministry – Amir Rafizadeh

Planning for First Aid training and Blood Drive but maybe not until next spring. Working on compiling a list of health services as a resource when our guests express needs or questions.

Events/Fundraising – Rebecca O’Brien

Prepared a “cash flow” analysis based on anticipated dates and budgeted revenues for each of our fundraising events. From this, one notices that our summer months are light on activities and revenues. Rebecca has been thinking about what new event/revenue could occur in summer.

Faith Formation – Kate Lynch

- Announced desire to hold a couples program this Lent, including babysitting.
- There are new guidelines for Confirmation. We are seeking to add interviews by Confirmation candidates of parishioners to our existing program.
- Kate talked to Christine Murray about the art project idea for Haiti fundraising/awareness raising, trying to brainstorm how St. Teresa children could be involved.
 - It appears Christine may be looking at a September timeframe for an auction.

Pastoral Matters

Ministry Organization – Lina Hilko

- Jessica Marx updated the group on the storage folders she created and how to access them. She can upload documentation for those who don’t want to do it themselves.
- Lina asked that Ministry Committee leaders start uploading their documentation so Anna can start reviewing, editing, and assessing completeness.
- We will roll out parish-wide communication of the organizational work through (1) a letter in the bulletin from Fr. Frank (drafted with the help of Paolo Basil) and (2) new information on Ministry Committee leads, as well as the names of members of key councils and committees, to be printed on front of bulletin. This communication will go out this coming weekend.
- The following weekend, land sale communication will go out in bulletins.

Pope’s Exhortation – Fr. Frank

Reminder that the PPC have been given the Pope’s Exhortation and are asked to read it. PPC members will meet on Sunday, Feb 23rd at 1:15PM to discuss it. Tom Micinski and Paolo Basil said they cannot come on the 23rd.

Land Sale – Tom Micinski and Fr. Frank

- An agreement exists and is under review. Looks like \$3million.
- Distribution of earnings:
 - Significant start-up funds for a Ministry Center
 - Payment to Archdiocese of school fundraising program from which we were temporarily exempted
 - Finish certain repairs on rectory
 - Endowment for Parish
- Decisions on use of monies will involve both Parish Council and Finance Council
- Fr. Frank encouraged us all to be a mouthpiece for this land sale opportunity. Paolo Basil summarized this as fundamental to our continued growth; not a “downsizing.”

ToYL Leader News – Fr. Frank

It is with great joy that Fr. Frank announces that we have found a leader for next year's ToYL event: Rebecca O'Brien! Yeah!

ADJOURNMENT

The next PPC meeting will be March 10, 2014 at 7:00 PM.

The meeting ended at about 9:00PM.

Prepared by: Lina Hilko