**St. Ursula Pastoral Council Meeting**

**NOTES**

**May 22, 2023**

*Our Mission: At St. Ursula Catholic Community we are called to be disciples of Jesus Christ through Eucharistic worship, prayer, and service.*

*Our Vision: That all members of our Catholic Community become intentional*

*​disciples of Jesus Christ.*

**ATTENDEES**

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| Fr. Jason Worley | Kellie Reynolds - *absent* |
| Jeff Breighner | Bill Kreidler |
| Nicole Dyer-absent | Bernie Miller |
| Katie Campbell | Mark Appleby |
| Sr. Joan Kelly | Colleen Hamilton |
| Linda Frazier-absent | Dave Conroy |
| Shannon Schoelkopf *- absent* | Ellie Wilfong |
| Steve Smith | Tina Reisett-absent |

**Summary**

Jeff Breighner opened the meeting with a review of our agenda. Fr. Jason offered an opening prayer.

**General discussion:** We reviewed the Core Mission Properties of a Pastoral Council.

**Minutes Approval:** Minutes from the April meeting were approved with one minor correction noted regarding wording on possible candidate for Pastoral Council.

**Liturgy:**

* Fr. Jason mentioned an issue with a lector during the 5pm mass with the deaf community. He will personally speak with the lector and handle the situation. A gentle reminder was given that we are working to be a welcoming parish and situations like this are counterintuitive to that goal.
* Continuing discussion about the ushers as there is too much conversation between ushers during the mass. It was determined that the entire group of ushers needs a refresher class.
* It was noted that the EM’s are not all aware that when a Deacon is present, one EM should drop off. Discussion was had about the need for an EM review class.
* Continuing discussion about the need for hand sanitizer during Communion. The AoB has removed this requirement and most churches do not have hand sanitizer on display.

**Mission Support:**

**Finance:** *Financial docs provided*. Katie rejoiced in the fact that April was a good month.

**Attendance:** Weekly Mass attendance remains in the mid 700’s. Family liturgy, CLOW, and 1st Communions are contributing factors.

**Facilities:** *No written report*. Mark reported there is nothing in the works as of now. We are waiting on parts to repair the A/C electronic controls. Plaster work still needs to be finished.

**\*\***At this point in the meeting Ellie mentioned there are Eagle Scouts looking for projects**\*\***

**Faith Formation/Service:** *Written reports submitted by Bernie: Adult formation, Laura: Religious Education, Tanya: Youth Ministry, and Sr. Joan: Service.*

**Election Update:** We have 1 candidate so far (Charles D.). It was decided to keep the ad in bulletin for another month and then make a decision on membership. It was also decided to ask Nicole to do a follow-up pulpit announcement (“last call”) on the weekend of June 3rd/4th.

**Welcome/Encounter:**

**Fundraising**: *Written report submitted by Colleen.*

**Accompaniment:**

**Key Topic:** We continued to discuss planning of a Council/Staff joint meeting set for September 18th at 7pm. **Four talking points were submitted for the meeting:**

1. Create an organizational chart. See note (\*) below.
2. Need transparency in the roles of the staff and Pastoral Council. Definition and clarity needed.
3. How can ministry leaders be more effective? What are the roles of our ministry leaders?
4. Ideas are needed on how to practically keep all of this moving.

\*Organizational Chart-inverted pyramid with Pastor at the bottom and parishioners at the top. Leadership team, including school, and ministry leaders are in the middle.

**PHSA**: Shannon will be the PHSA liaison next year, Ellie will be stepping away. Ellie will make sure our raffle is present on Facebook for the school, PHSA, MC, and FC.

**Activity with Kellie:**

*Kellie was absent this evening.*

**ACTION ITEMS**:

1. **Fr. Jason will have the Working Genius link sent out to Pastoral Council ASAP. All Council members are asked to complete this survey *in advance of our next meeting*.**
2. **Fr. Jason will also send a link to a Gift Assessment which will allow us to identify talents/gifts and place people in the appropriate roles (the 6 tenets we have been following).**
3. **Kellie Reynolds will be asked to join our June 19th meeting.**
4. **Katie will give Fr. Jason the mocked-up registration form for approval. Once approved, we will work to have that uploaded to the website.**
5. **Jeff will hold a refresher class for all ushers so that they are on the same page and far as expectations.**
6. **Fr. Jason will hold an EM refresher class so that all EM’s are on the same page as far as expectations.**

**Nest meeting**: *Monday, June 19th at 6pm* **\*\*NOTE EARLY START\*\*.** We will meet around the firepit and have dinner together-bring your own chair. SignUpGenius will be emailed soon.

**Closing Prayer**: Fr. Jason closed with prayer.