

St. Maximilian Kolbe Parish  
Worship & Sacraments Commission  
Minutes of Meeting February 21, 2017

**Members Present:** Lois Latzy (Chair), Paul Von Erden, Beth Brink, Mike Gardner, Christine Guerin, Adriana Inman, Susan Maddox, Darlene Lewis,

**Members Absent:** Michelle Meyer, Dawn Mansour, Corey Moore

**Ex Officio Present:** Jeremy Helmes (Pastoral Associate) and John Stengel (Recording Sec.)

**Ex Officio Absent:** Fr. Geoff Drew (Pastor)

- I. Opening Prayer/Praying for Each Other – Mike opened at 7:05 PM
  - A. Reflected on Vincentian meditations
  
- II. Discussion of Chapter 5 of Lazarus at the Table
  - A. Different definitions of economic poverty will vary widely from the relative poverty found in the United States to the absolute poverty found in many parts of the world.
  - B. Involuntary economic poverty must be distinguished from people who are abusing the system. It can be difficult at times to determine real needs.
  - C. Near the end of Saint John Paul II's letter, "Stay with us Lord", written during "The Year of the Eucharist", he addresses the need to serve the least among us. Mutual love for those in need will be the judge of our Eucharistic celebrations. If the Mass is not helping us to help the poor then we are doing it wrong.
  - D. As a part of the Church we want to be an advocate for many causes. We should work for justice and law, but we must also feed the poor who are right in front of us.
  - E. Do what is local first. Do what you can where you are planted.
  - F. We have a responsibility to help others grow in dignity.
  - G. We are called to live a life of simplicity.
  - H. Classical argument for the riches in the Church is that the poor deserve to have some element of their life that is rich. The Church can be that beautiful place.
  - I. God has given us himself.
  - J. Feed them, give them a house, and then talk to them about Jesus.
  
- III. Approval of Previous Meeting Minutes from January 24, 2017.
  - A. Minutes approved with no changes.
  
- IV. Pastoral Associate Report
  - A. The 6:30 AM Mass on Ash Wednesday will be the only 6:30 AM Mass during Lent this year.
  - B. Exposition will be on Mondays during Lent.
  - C. 1,000 Mass journals were sent by Dynamic Catholic and are intended for people to reflect on their experience during Mass. They will be available in the gathering space.
  - D. Bulletins are handed out after Mass and they are available in the information racks, the vesting sacristy, and it is also available online.
  - E. A book from Dynamic Catholic is available for the ministries. The idea is for members to read the book and pass it along to friends and others in the ministry.
  
- V. Continuing Business/Projects
  - A. Items related to WC from February PC Meeting – Christine
    - i. Discussed the possibility of commissions meeting on the same night and having breakout sessions for each commission.
    - ii. Discussed poverty very extensively.
    - iii. Fr. Geoff requested that every group use the same book.
    - iv. Suggested that the same person represent the commissions at other commission meetings throughout the year. This was discussed earlier in the year by WC and it was decided WC would rotate members.
    - v. The worth of putting something in the bulletins about what each commission is working on was also discussed.
    - vi. A discussion about redoing the by-laws.
  
  - B. Leadership Roundtable – Mike

- i. Ongoing topics
  - 1. Budgeting.
  - 2. Stewardship renewal discussion on the best time of year and if it should be combined with leadership discernment.
  - 3. Leadership discernment and ministry leader's meetings will be combined in 2017.
- ii. New Topics
  - 1. Minutes and agendas online for all councils and commissions.
  - 2. Common meeting nights.
  - 3. Common by-laws for all 6 groups.
  - 4. The question of should the leadership roundtable meetings continue. The consensus of those present at the leadership roundtable was that the meetings should continue.
  - 5. Day of reflection during the summer.
  - 6. Fr. Geoff asking WC to consider how important is it to have the doughnuts and how often should we do it. There is a struggle to find ministry groups to staff it and there is a financial cost.
    - a. WC response is that we should not have it every week. Once a month is good and then maybe during special seasons.
  - 7. Formation reading needs to be decided by April 1<sup>st</sup>.

C. Leadership Discernment report – Adriana/Dawn

- i. Ministry leader's meetings and commission discernment
  - 1. Meetings are held around the same time of year and involve many of the same people so the idea is to combine the meetings.
  - 2. Design team is working on the change of format for the meetings. There would be a general common meeting and then breakout sessions for ministry leaders and the discernment meetings.
  - 3. Design team for the meetings consists of the four pastoral associates and four PC members.
  - 4. The discernment process will be very similar to the process in past years.

D. Ministry Leaders Luncheon follow-up

- i. More lightly attended than hoped for, but very nice.
- ii. Art and Environment needs staffing.

VI. New Business

A. Items introduced by members – Mike/Christine

- i. Lois brought up an incident at 4:30PM Mass where two EMHCs ran out of Consecrated Hosts in the back of Church. No other ministers brought Consecrated Hosts to them so they left, and the people waiting in line returned to their seats.
  - 1. Consecrated Hosts should always be taken to where they are still being distributed not up to the Altar until everyone has received communion. Only the very last ministers should take the Consecrated Hosts up to the Altar.
- ii. Christine and Mike brought up the idea of a digital sign in front of church. Mike saw a beautiful LED sign in front of St. Rita.
  - 1. Zoning issues
    - a. How close to the road can the sign be placed?
    - b. The sign could be placed on the island by the flag pole to avoid the zoning issue.
  - 2. Cost would be between 5-10 thousand dollars.
  - 3. The sign would help in welcoming people to our parish.
  - 4. It may be best to use it not as a primary conveyer of what is happening in our parish, but maybe it should be used just for welcoming people to our parish.
  - 5. Someone will need to draft a one page summary of what is needed and how the sign will be used along with the cost. If that can be done within the next month, Jeremy will submit the proposal with the budget.
  - 6. Christine will put together the summary.
- iii. Lighting for directional signs is needed. This should be co-sponsored with the facilities committee.
- iv. New signage is needed, but it may not be prudent to change the signage outside until after the expansion.
- v. Christine brought up concerns about the lighting of the church at night and the need for lighting the stain glass windows.

- vi. Christine would like to see lighting above the Stations of the Cross and a frame around the stations.
- vii. A prayer board above the prayer book at the back of church.
  - 1. Is it necessary and for what purpose?
  - 2. Not much room above the prayer book.
  - 3. The current big board on the right side of church would be for liturgical themes.
- viii. Art in the gathering space.
  - 1. Gathering space belongs to everyone in the parish not just worship. Would have to get everyone on board with whatever goes up in the gathering space.
  - 2. Screen could be put up to hide whatever is on the walls for funerals.
  - 3. Christine mentioned a 4' St. Max statue for \$4,000. Jeremy envisions a life size statue of St. Max in the future.
  - 4. Jeremy suggests that a concrete proposal be put together with specific requests and dollar amounts.
  - 5. We are now in the life cycle of the parish where we can stop taking hand me downs. We have matured to the point of buying our own stuff.
  - 6. We need to be sure that what we do now will not be a problem when we do the expansion.
  - 7. Jeremy's suggestion is to propose to the Finance Council that we would like to enhance and beautify the gathering space, and ask them how much money they are willing to budget.
  - 8. There is overlap with the facilities committee. Jeremy suggests Christine reach out to Ted Collins to get on the same page, and then make a joint proposal to the Finance Council.

B. Suggestions for 2017-2018 Commission formation reading

- i. The idea of using different books is to tailor the reading for each commission. This will allow each commission to study what is important to their group.
- ii. Jeremy proposes the idea of using segments from the Church documents instead of chapter books. This would allow us to read the sources.
- iii. Jeremy suggested 10 chapter length readings to discuss at the meetings.
- iv. Jeremy will put together a 10 section schema of readings.

C. FY 2017-2018 Budget

- i. Jeremy's ideas for the budget
  - 1. Issue of audio/visual. Budget for equipment to set up web streaming equipment and money for a stipend for audio/visual technicians.
  - 2. Staffing for pre-adolescent and adolescent baptisms.
  - 3. Staff side expenses for increasing some hours.
  - 4. Anything WC wants to put into the budget.
- ii. The tabernacle to be sent out for re-plating in the next week.
  - 1. Mike to try to clean up the secondary tabernacle.
  - 2. Painting in the chapel to be done the week after Easter.
- iii. Add 3% for the cost of living.

VII. Closing Reflection

- A. What have we done tonight to draw people closer to the Lord?
  - i. Talked a lot about welcoming.
  - ii. All our conversations about beauty and hospitality. This building is something special and needs to be beautiful and dignified.
- B. What have we done tonight to help engage parishioners?
  - i. Working to enhance the building since we are one family.
  - ii. Cooperation with other commissions as a driving force for better praise as a community.
- C. Jeremy closed the meeting with prayer.

VIII. Meeting adjourned at 9:05 PM

Respectfully Submitted,

John Stengel, *Ex Officio* (Secretary)