

St. Maximilian Kolbe Parish  
Worship & Sacraments Commission  
Minutes of Meeting January 23, 2018

**Members Present:** Mike Gardner (Chair), Michelle Meyer, Adriana Inman, Dawn Mansour, Hope Davenport, Helena Osuber, Michael Bolek, Beth Brink

**Members Absent:** Christine Guerin, Amy Wissel, Terry Schneeman, Susan Maddox

**Ex Officio Present:** Fr. Geoff Drew (Pastor), Jeremy Helmes (Pastoral Associate) and John Stengel (Recording Sec.)

- I. Opening Prayer/Praying for Each Other – Michelle opened at 7:04 PM
- II. Discussion with Fr. Geoff
  - A. Church Altar Cloth
    - i. Fr. Geoff's background and experience in the liturgy comes from priests he worked with when he was younger. It was drilled into him the importance of the Triduum. If you want the altar to look barren, naked, and stripped on good Friday, it should not look that way the rest of the year. He feels it makes it special to have the altar stripped on Good Friday.
    - ii. Fr. Geoff asking us to consider that whatever we do all year should lead to making the Triduum special, sacred, and holy. We should not do things during the year that compromises the uniqueness of the look of the altar on Good Friday.
    - iii. If there is not something covering the altar it blends in with the back wall and does not stand out.
    - iv. Fr. Geoff's two concerns:
      1. Doing something that chips away at the uniqueness of the Triduum.
      2. The wood of the altar should not blend in with the wood of the back wall.
    - v. The boldness of the purple cloth during Lent is very stark.
    - vi. Dawn's ideas
      1. Dawn passed out a sheet outlining some ideas.
      2. Different ways of covering the altar to draw attention to the altar.
      3. Fr. Geoff is against the idea of more candles around the altar because of the way we do the Gospel procession with the two candles.
      4. Fr. Geoff says the altar should look the same from all three sides.
      5. Fr. Geoff is happy to look at any suggestions presented by the WSC.
      6. Whatever we do must fit with our building and design.
      7. The material and workmanship of our altar cloths could be nicer.
      8. Maybe we could purchase a full-length altar cloth of very nice material for special feast days.
    - vii. We have no good way to hang the altar cloths and banners, so they must be folded for storage.
  - B. State of expansion and chapel reconfiguration
    - i. Through November we have collected 35% of the pledges from the Together We Grow Campaign.
    - ii. The hope is to break ground on the addition early in 2019.
      1. The Archbishop is fine with us starting before we have received 75% of the pledges. He is okay with bridge loans to get started so that people can see things are moving forward which may lead to people fulfilling their pledges and possibly additional pledges.
      2. A master plan needs to be completed showing how everything is going to tie together.
      3. Moving forward with the chapel needs to go hand in hand with the expansion so that everything fits together. We do not want it to look like a renovation.
    - iii. Master plan will address flooring throughout the campus.
      1. Should we use polished concrete in the church like in the complex?
      2. Are we going to do the same flooring in the Blessed Sacrament chapel, church, and the new chapel?
    - iv. The architectural plan for the expansion and the master plan should be ready in 6-9 months.
    - v. Once we break ground on the expansion it should take 8 – 12 months to complete.
    - vi. Every six months we receive a check from the capital campaign.
      1. We had to guarantee 1.7 million to the archdiocesan campaign. This was based on 120% of yearly collections. We did a combined campaign, so we get 100% of the pledges over 1.7 million. We have total pledges of 3.6 million, so we should receive approximately 1.9 million. The first \$500,000 we receive is earmarked for debt elimination.

2. By the end of January our debt should be below \$100,000.
- vii. How does this affect the Blessed Sacrament Chapel?
  1. Seating configuration not affected by the master plan.
    - a. Fr. Geoff likes the two aisles in the chapel because you can see the tabernacle when you walk into the chapel without looking over chairs.
  2. We should wait on a pedestal for the tabernacle for the master plan.
  3. Fr. Geoff thinks a new tabernacle would be wonderful.
  4. Some things WSC should begin to discuss.
    - a. Where could we put vigil lights? The lights will cause soot.
    - b. Stations of the Cross. How many do we need? We have stations in the church and outside already.
    - c. Fr. Geoff does not think we should make the chapel look like a museum. He does not want the tabernacle to lose the focus because of a lot of other stuff placed in the chapel.
    - d. We have some relics that are now on Fr. Geoff's desk. We should start to think about how to best utilize these relics.
- viii. We need to look at who we are as a parish. Perhaps an icon or statue of our Lady of Guadalupe in the new chapel. Whatever we come up with as a parish it should reflect who we are as a parish.
- ix. A stained glass window above the baptistry will be executed this year and will be dedicated next year on the Feast of the Baptism of the lord. This will not be affected by the master plan as it was already in the works.

### III. Formation- Liturgy Document book – Built of Living Stones paragraphs 66-80

Baptistry: which of the criteria in #69 does our church embody most fully? Which ones are not fulfilled as well?

Eucharistic Reservation: is our present chapel a “suitable place” for reservation of the Blessed Sacrament? How and how not?

- A. The first sign when you walk into church is baptism with the baptistry right inside the door. The font shows the primacy of the sacrament of baptism. The sacrament is so important that it deserves a dignified place.
- B. The space around the font is a little small when a lot of infants are being baptized.
- C. It is difficult to see what is going on during baptisms.
- D. It is nice what we do with placing the oils on the bridge over the font during Easter.

### IV. Approval of Previous Meeting Minutes from November 28, 2017.

- A. Minutes approved with no changes.

### V. Pastoral Associate Report

- A. One Step Closer
  - i. Every October we do a count of people attending Mass to send to the archdiocese. The average from this past October was 2,577. For the One Step Closer weekend the total was 3,054.
  - ii. E&C commission talking of trying to do something during Lent. Bring a friend to the fish fry and then stay for the Stations of the Cross. The idea would be to invite someone who might not be comfortable coming to Sunday Mass.
  - iii. Some discussions of doing something on Pentecost weekend which is in between Mother's Day and Memorial Day this year.
  - iv. One Step Closer was a massive event to pull off in terms of time, volunteers, and money. About \$10,000 was spent on the event, which is not a lot in our budget considering we were able to get 500 more people to Mass.
- B. The blessing of the throats on the feast day of St. Blaise, and other blessings throughout the year are found in the Book of Blessings.
- C. Christine is leaving Arts and Environment. Jeremy is trying to find someone to lead who has the vision for what is needed and can organize all the various teams within the ministry.
  - i. There is a spreadsheet that lays out what is needed for the position.
  - ii. Helena is going to step up with plant care.
- D. Rebecca Peltier is leaving to pursue full-time employment.
  - i. Jeremy has received 10 resumes for either a replacement for her position, or to hire a full time Coordinator of Christian Initiation, which would result in a staff reorganization.

### VI. Continuing Business/Projects

- A. Pastoral Council Meeting – Adriana

- i. At the February PC meeting Jim Lipidi will present the progress on the architectural and master plans.
- ii. January 27-28 PC will have listening sessions after Mass.
- iii. Common by-laws still not finished. No specific date set for the deadline.
- iv. Fr. Geoff covered the finance report earlier tonight.
- v. Nicholas White is discerning about continuing as a seminarian.

B. Ministry Leadership Luncheon - Mike

- i. Meeting held January 21<sup>st</sup> and it was useful in getting to know everyone and helpful hearing about the good works and concerns from the ministries.
- ii. Dawn is sending out notes from the luncheon.
- iii. Useful for Mary Ella and Jeremy to address the concerns of the ministries.

C. By-laws Update – Hope

- i. Hope just got the copy of the common by-laws to read over.

VII. New Business

A. Seasonal evaluation of Advent and Christmas

- i. The choir singing on Christmas Day was very exciting.
- ii. Altar was well done with the trees and flowers.
- iii. Music was excellent.
- iv. Seems like we are doing more at welcoming people at Mass.
- v. Jeremy tries to change the welcome announcement at the end of Mass every Sunday so that it does not feel stale.

B. Leadership Discernment Update – Amy & Helena

- i. They have not been able to meet.

C. One Step Closer Program

- i. The name tags went over very well. Almost everyone put one on and it went very smooth.
- ii. A lot of parishioners were involved.
- iii. Everything seemed to go very smooth.
- iv. Jeremy asked someone to play trumpet and she declined because she had invited 4 friends to attend Mass. He saw her at Mass with 3 of her friends.

D. Liturgical Ministers Formation Day

- i. Very positive feedback at the ministry leadership luncheon on having this event.
- ii. Jeremy will check the calendar to find possible dates.
- iii. Need a topic for the keynote talk to the whole group for about 45 minutes.

E. Discussion on being welcoming

- i. We need to do a better job of welcoming one another. We are a lot better than we used to be, but we need to do more.
- ii. We are a large parish and we need to keep working on being welcoming to each other and putting Christ first.

VIII. Closing Reflection – Michelle

A. Pray for Cindy and Terry Schneeman.

B. Michelle offered a closing prayer.

C. Express prayers of thanksgiving

- i. Thankful for the people who built our church and the struggle and efforts they put into the original plan and getting the church built.
- ii. Thankful for what feels like a transition in how we express our faith to others.
- iii. Thankful for how we pay attention to details in our worship. For Jeremy, Fr. Geoff, and the WSC and what we do to help our fellow parishioners draw closer to the Lord.

IX. Meeting adjourned at 9:08 PM

Respectfully Submitted,

John Stengel, *Ex Officio* (Secretary)