

St. Anne/St. Catherine Collaborative PPC Minutes

January 22nd, 2018

Attendees

Pastor: Fr. Peter Quinn Parochial Vicar: Fr. Joe Rossi

Collaborative Parish Pastoral Council (PPC) Members: Wes Baker, Rita Biagioni, Diane Crory, Lisa Dougherty, Valerie Farley, Mihran Keoseian, Oscar Monarrez, Judy Moodie, and Jackie Welham.

Ex Officio Members & Others: Debbie Rhodes, Peg Hicks, Sue Gormley, and Jackie Butterfield

PPC Member Regrets

Parish Pastoral Council (PPC) Members: Joe McGann, Francine McGrath

Location

The January meeting was held at the St. Anne Rectory.

Meeting Notes

Dinner and fellowship began at 6:00 PM. The meeting commenced at 7:15 PM with an opening prayer and a reading of the parish mission statements.

Co-chair Oscar Monarrez facilitated the remainder of the meeting.

Open Session

The agenda item for an update on Our Lady of Aguacate (Cuba) was postponed to an upcoming meeting.

Executive Session: Introductions and Here and Now

No introduction of those in attendance was required. A brief here and now session was held.

Meeting Minutes

Members approved the December 2017 Meeting Minutes.

Executive Session: Old Business

1. Sample Mission Statements

This item is postponed until Father David White's return from Florida.

2. Collaborative Parish Council email distribution list update

The goal is to standardize the email lists under the lwatholic.org domain. Oscar Monarrez, Dave LeBleu, and Brian Kolek are working on phase 1 of this project, which involves creating a new single email distribution list for the PPC under this domain, and terminating the existing

St. Anne/St. Catherine Collaborative PPC Minutes

January 22nd, 2018

stannestcatherineppc@gmail.com and ppc@littletoncatholic.org email addresses. If successful, and if lists can easily be edited to add and delete people, this will be offered to other ministries.

3. Periodic Mass Count Publication Update

Joe McGann is preparing spreadsheets to track counts by parish and by mass and totals for the collaborative. Several uses for this data are anticipated including justifying changes to mass schedules (if/when required), analyzing revenue trends, etc. The PPC will plan to publish mass count data in the bulletin, including notations about special circumstances that could drive a difference in counts (e.g. snowstorms, special events, and holidays).

4. Parish Pastoral Plan Update

Priority A – Faith Formation: Val Farley and Lisa Dougherty discussed the status of religious education at St. Catherine. Due to the lack of a DRE at St. Catherine for K-6 grades, their program is only in “maintenance mode” and there is no plan in place for the 2018 – 2019 school year. The DRE position continues to be posted, but this is a very difficult position to fill. For now, any tasks in the plan assigned to this individual, will need to be delayed/postponed until this resource is identified. Oscar/Joe to follow up directly with Jackie Butterfield & Tom Kinch to obtain updates related to St. Anne

Priority B – Stewardship: Debbie Rhodes presented her 2018 Stewardship calendar. Oscar requested that she tie the items on her calendar back to the plan. Also, the work done with Catholic Stewardships Consultants needs to be added.

Priority C – Vocation to the Priesthood: Denise Van Veen and Deacon Bill Dwyer are the subcommittee to oversee the plan in this area. Discussion was postponed to a future meeting when they can be in attendance.

Mihran Keoseian wants to ensure that the plan highlights are shared with parishioners. We will aim to provide an update on the parish pastoral plan in February/March timeframe, which will include both qualitative and quantitative data. Mihran also offered to help put together the narrative of the update to be shared with parishioners.

Father Joe Rossi brought up the fact that much of the parishes may not even know what the PPC does at its monthly meetings, and specifically, that the PPC plan is still being implemented. He suggested to publicize this more.

Executive Session: New Business

Final Comments: Fr. Peter / Fr. Joe

Father Peter asked what comments/questions PPC members are receiving from the community. He reminded PPC members that they are charged with being the eyes and ears of the parishes. Father Peter would like to incorporate parishioner commentary into future meetings, as a regular agenda item.

St. Anne/St. Catherine Collaborative PPC Minutes

January 22nd, 2018

The committee welcomed Rita Biagioni into her new communications role to serve the collaborative.

Beginning February 19th, the daily mass schedules will change for the collaborative. Monday and Tuesday morning masses will change location from St. Catherine to St. Anne and Thursday and Friday morning masses will change location from St. Anne to St. Catherine. This change will allow Father Peter and Father Joe to be more present to the people of St. Anne, as Monday and Tuesday are the busiest weekdays in the parish.

Dave LeBleu to look into (1) improving lighting on walkway at St. Anne, (2) installing a railing in front of St. Anne for the elevated walkway, and (3) installing a railing at St. Anne for the one step up to the altar.

Father Peter to send letter to St. Catherine parishioners regarding status of religious education program. A group comprised of Jackie Butterfield, Tom Kinch, Claire O'Brien, Mary Collins, Sue Gormley, and Peg Hicks to meet with Father Peter to evaluate entire religious education picture.

With regards to the interviews from Catholic Stewardship Consultants, Sue Gormley has provided some names for interviews. Feedback on these so far has been positive.

Staff and ushers and greeters at both parishes have participated in training for handling active shooters. The door to St. Anne offices/rectory already has a buzzer, but there is no such set up for St. Catherine. Looking to establish a safety committee, complete an assessment plan, and eventually develop some training for catechists, ushers, and kids.

Closing Prayer

Diane Crory led the closing prayer.

The meeting concluded at 9:00 p.m. **The next PPC meeting is on February 26th at St. Catherine rectory.**