

St. Anne/St. Catherine Collaborative PPC Minutes

May 18, 2015

Attendees

Pastor: Fr. Peter Quinn, Parochial Vicar: Fr. Joe Rossi. PPC Members: Wes Baker, Joan Cardillo, Diane Crory, Lisa Dougherty, Francine McGrath, Oscar Monarrez, Mary Schneller, Jackie Welham. Ex Officio Members: Jackie Butterfield, Peg Hicks, Debbie Rhodes, Denise VanVeen.

PPC Member Regrets

Joe McGann, Rita Biagioni, Valerie Farley, Ken Hanly, Joe McGann.

Location

The April meeting was held at the St. Anne rectory.

Meeting Notes

Dinner and fellowship began at 6:00 PM. The meeting began at 7:10 PM with opening prayer led by Father Joe and then the reading of the St. Anne and St. Catherine mission statements. Co-chair Oscar Monarrez facilitated the discussion.

There were no Open Meeting agenda items.

The April 27, 2015 PPC meeting minutes were approved unanimously. We will publish the meeting notes on the St. Anne & St. Catherine websites and archive the previous monthly meeting notes.

Old Business

1. Pastoral Plan Writing Team

The writing team [Joe McGann and Oscar Monarrez from the PPC; Mike Whitney and John Feudo from St. Anne Parish; Peg Hicks & Sue Gormley from the Collaborative staff; Christine Liona and Peg Donahue from St Catherine Parish; Fr. Peter and Fr. Joe] participated in a training workshop on May 13th, which was facilitated by Catholic Leadership Institute. The document that the writing team will produce will be 3 to 4 pages long.

The writing team received the survey data, which will be one source of data for the Pastoral Plan. Other sources will include input from PPC and from the parishioners. The average email response rate for the diocese was 15%. St. Catherine had a 14% email response rate, and St. Anne had a 16% email response rate. St. Anne data will be compared vs. other medium sized parishes in the dioceses and St. Catherine data

St. Anne/St. Catherine Collaborative PPC Minutes

May 18, 2015

will be compared vs. other large sized parishes. We will begin evaluating soft copies of the data soon.

The written plan will include Purpose, Values, Vision, and Priorities, with purpose being the most general section and priorities being the most specific section. One of the three to five priorities must focus on increasing Vocations.

The staff is also participating in training.

2. On-Line Giving

Currently, about 20% of St. Anne monetary receipts come from on-line giving, and about 50% of St. Catherine receipts come from on-line giving. Both parishes, but especially St. Anne, would like to increase their percentage. Father Peter would like to create a plan that both parishes could use to accomplish this goal. Suggestions were discussed, such as having a prize drawing for people who utilize on-line giving and creating a document to clearly delineate the steps in the process that parishioners could use. It was noted that St. Anne has a large senior population, and this demographic is less likely to participate in on-line giving.

Father Peter suggested putting together a multi-week program (for the fall timeframe):

- week 1 – presentation at mass by a lay person
- week 2 – bring additional computers to St. Anne and help people sign up after mass
- week 3 – repeat week 2 (relate this process to Stewardship)
- week 4 – repeat week 2, having a promotion or prize at the end

Father Peter asked that the Finance Council be charged with working on this project. The message should tie in to the Spirituality of Stewardship. Debbie Rhodes will be asked to look at high level on-line givers to help with the process. Denise Van Veen offered her assistance.

The fees associated with on-line giving were also discussed. On-line giving fee is less than 1%, and the system now asks donors if they would like to give an extra \$3 to cover the administrative costs. As there are transfer fees and credit card fees, it is better to limit the number of days in a month in which the parish may receive donations.

St. Anne/St. Catherine Collaborative PPC Minutes

May 18, 2015

3. St. Anne Debt

The current amount is under \$32,000. There may be about \$8,000 more to be received from valid pledges, leaving a net owed to the archdioceses of \$24,000. One suggestion received for helping to raise funds is to request a nominal contribution from everyone sitting in the pews, and then have volunteers with cans at the exits to receive the contributions.

New Business

1. Mass Counts

Examined the data for the period 1/1/15 – 4/26/15. There was expected variability due to blizzards, Palm Sunday, and Easter, and the occasional 5:30pm mass.

2. Brainstorming Session for Parish Pastoral Plan

- Joe McGann had put together some examples on purpose, vision, and values. We need to review these.
- The values should feed from the two mission statements. The values should guide the vision (looking at a three to five year time frame).
- Other Phase I Collaboratives appear to have leverage the original visions and purposes of each of their parishes to develop their Pastoral Plan vision and purpose. We may want to consider doing the same, particularly since St. Anne's and St. Catherine's already have several elements in common.
- SMART goals – need to be realistic and achievable
- Suggestion for process – utilizing sticky notes for survey data, which allows for easy grouping of similar themes
- Will move brainstorming session to the beginning of meeting agenda in the future

3. Father Peter Thoughts

Stewardship: We all need to pray over what God believes we should be giving.

Morrison Trust gives \$5K per parish to go on Mission Trip

4. Father Joe Thoughts

Father Joe suggested that we put index cards in the pews one weekend, and ask attendees to answer (1) what is going well in the collaborative, and (2) what could be going better? He has used this process in other parishes, with lots of success. It was decided to do this the weekend of May 30-31 to tie in with the one year anniversary of the collaborative. Jackie Butterfield and Denise Van Veen will handle the logistics.

St. Anne/St. Catherine Collaborative PPC Minutes

May 18, 2015

Father Joe expressed his support of the sticky note idea generated in the brainstorming session.

Father Joe discussed evangelization and how it's about building bridges, taking time to establish relationships, building up communities. This is what we are called upon to model as leaders in our collaborative.

5. Fr. Peter Final Thoughts

Father Peter suggested having an open forum/coffee after masses with PPC members so that parishioners can talk to them, ask questions, etc.

Wes Baker led closing prayer at 9:10pm.

The next meeting will be held at St. Catherine on June 16, 2015.