

# St. Anne/St. Catherine Collaborative PPC Minutes

## September 18<sup>th</sup>, 2017

### Attendees

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

Parish Pastoral Council (PPC) Members: Wes Baker, Rita Biagioni, Francine McGrath, Valerie Farley, Oscar Monarrez, Judy Moodie, and Jackie Welham.

Ex Officio Members: David LeBleu, Jackie Butterfield, and Peg Hicks

### PPC Member Regrets

Sr. Priest in Residence: Fr. David White

Parish Pastoral Council (PPC) Members: Diane Crory, Lisa Dougherty, Mihran Keoseian, and Joe McGann

### Location

The September meeting was held at the St. Anne's rectory.

### Meeting Notes

Dinner and fellowship began at 6:00 PM. The meeting commenced at 7:15 PM with a reflection ("*Liturgy of the Hours*"), read by all of those in attendance.

The Parishes mission statements were then read by Peg Donahue (St. Catherine's) and Jackie Welham (St. Anne's), followed by a brief "Here and Now" session.

Co-chair Oscar Monarrez facilitated the discussion.

### Open Session

Peg Donahue and Dave LeBleu of the Cemetery Committee, reviewed the history and findings of the feasibility study regarding building a columbarium (to inter cremated remains) in St. Catherine Cemetery. This has been an ongoing study for the last few years, beginning with water damage in the columbarium space in the church (since refurbished and currently used as the St. Vincent de Paul Center). The Archdiocese has asked that churches refrain from attaching columbaria to church buildings, and to construct them on separate cemetery property instead, in case the church buildings need to be sold.

The Cemetery Committee were concerned with two main issues:

- (1) To build or not to build a columbarium in the cemetery. They looked at many possible styles, visiting several cemeteries. Their study included surveys of parishioners to get a sense of whether the columbarium would be used, and whether parishioners would be willing to fund it. Estimates to construct a columbarium ranged from \$150,000-\$250,000, with the understanding that selling the niches would eventually pay for the cost, but over a long period of time.

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- (2) The concern that Catholics were unaware of the Church's teachings about cremation and the respect for human remains, especially that cremains should be properly buried or should be placed in a suitable and reverent place like a columbarium). The committee and the Ministry of Hope agreed that the time for instruction on this was not when people were in the immediate crisis of burying their loved ones. The group is working on ways to educate parishioners, through brochures, information at Ministry Fairs, etc.

Fr. Peter indicated that the expense of building a columbarium right now, given the financial situation of the parish, was not feasible. He suggested to table this discussion for now. Peg Donahue requested that we look at the possibility again in a year or two.

### Executive Session: Introductions and Here and Now

Shared by all.

### Meeting Minutes

The June 2017 Meeting Minutes were reviewed and approved by all.

### Executive Session: Old Business

#### 1. Parish Pastoral Plan's Implementation

Oscar led a discussion on this and indicated it is still a work in progress.

He indicated that much of the work being done by the staff and ministries in the Collaborative already address some of the tasks outlined in the plan. These however, need to be linked and documented properly. He also reminded those tasked with particular sections to continue following up.

A more comprehensive update is expected to be shared during next month meeting. In the meantime, he asked that if anyone has any questions to let him or Joe McGann know.

### Executive Session: New Business

#### 1. Volunteer Appreciation Dinner Update

Oscar led a discussion on this on behalf of Denise Van Veen, who along with a team of volunteers including Debbie Rhodes, Joe McGann, Lee Deluca and Liz Newton, made this event a huge success with a total of about 375 people attending. 47 of those were paid guests. He mentioned that it also came in slightly under budget. Parishioners from both parishes mingled, shared stories, and got to know each other better. The weather was great; so was the food and company.

Father Peter indicated that they are planning on holding this again next year with a target date of Wednesday, August 29<sup>th</sup>, 2018, however this will be reviewed as students in Littleton do not start school until the following week, whereas Westford students started school that week. Another suggestion would be to look at having it on Sunday August 26<sup>th</sup>, so that it is not a night prior to a school night for either town/church.

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An action was requested for Denise and/or Liz to possibly check on how many volunteers with young children (for ex. CLOW, religious ed. volunteers) actually came this year, or were they likely deterred by the date being so close to school opening. Littleton parents were likely not affected, because they started school the following week.

### 2. Stewardship Update

- Update from trip to Kansas in August: Father Peter gave a discussion on this trip and its purpose. There were a lot of presentations but the major theme was driving home that people have a sense of belonging to their parish as well as having an understanding of their relationship with God. Rita, who also attended, talked about her impressions of it.  
Ministry Fairs Update: Ministry Fairs after every Mass the weekend of Oct. 14<sup>th</sup>-15<sup>th</sup> at St. Catherine and the weekend of Oct 21<sup>st</sup>-22<sup>nd</sup> at St. Anne. The Stewardship committee still looking for volunteers to help with these events (contact [DebbieR@LWCatholic.org](mailto:DebbieR@LWCatholic.org) if you can assist). Witness talks will take place at the Masses during those weekends. These will be focused on time and talent, but not on treasure. There is also a Ministry Fair Planning meeting to be held at St. Catherine's on Monday September 25<sup>th</sup> at 6:30pm.
- Upcoming Annual Stewardship Renewal Kick-Off Meeting: Meeting will be held at St. Catherine's Parish Center on Oct 11<sup>th</sup>, 2017 from 7:00-8:30pm. There are 114 Ministry Leaders, Staff, PPC, Finance council and Stewardship council members invited.

### 3. Collaborative PPC Presentation at Ministry Fair

Oscar and Joe have put together a slide presentation for the Ministry Fair that can be used to help educate the viewers as to what the PPC is and does for the Parish. They are looking for people who can help complete the overall table presentation (i.e. slides, trifolds, decorations, etc.) and also, setting up, attending, and taking down the table at the fairs. Oscar will share the slides with the PPC for them to review and send their feedback, and also setup an online signup for folks to help during the ministry fairs.

### Final Comments: Fr. Peter / Fr. Joe

Father Peter mentioned that a new person has been hired to lead the Children's Choir at St. Catherine (grades 2-6) and Youth Choir at St. Anne (grades 2-12). Her name is Kristen (Kiki) Gleason.

Father Joe led a discussion about Religious Education for St. Anne's due to the recent resignation of Joan Mattila who was to head up the Confirmation Class of 7<sup>th</sup> and 8<sup>th</sup> grade classes. Tom Kinch, a long-time parishioner of St. Anne, has come forward and offered to head up this program. Looking at the lower grades as well as to how best to arrange the teachers for these classes based on their class sizes. He mentioned that there are still needs for teachers at all levels and hope that there will be volunteers that are willing to step forward to help ease the burden on the current number of teachers.

Father Peter also mentioned that they currently do not have any back-up for Director of Religious Education. Job listings for a new D.R.E. were sent to several places this summer (B.C., Assumption College, Pilot, Archdiocesan MAM program, etc.) but unfortunately, this resulted in *zero* applications.

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Meanwhile, the Religious Ed. Advisory Board has been meeting to come up with *temporary* solutions, for example recruiting volunteer grade-level coordinators, so that we can begin the classes as planned.

Fr. Peter read a draft letter that will be going out to all parents via e-mail updating them on the changes to the Religious Education staff. At the moment, the St. Anne Religious Ed. programs are on schedule, directed by Jackie Butterfield (K-6), Mary Collins (Confirmation), and a 7-8th Coordinator who has come forward for that parish. St. Catherine's Confirmation program, directed by Mary Collins and her new assistant Diane Gavel (filling Marla's position) is up and running on schedule. Fr. Peter and RelEd Staff are hopeful that St. Catherine's K-8 classes will begin the week of Oct. 15th, as originally scheduled, but it depends upon leaders and catechists coming forward.

Lastly, Father Peter has asked Sue Gormley to order liturgical flags that will help beautify the St. Anne church grounds. These have now arrived and are awaiting installation.

### Closing Prayer: Father Peter / Father Joe

Valerie led the group in a closing prayer.

The meeting concluded at 9:20 p.m. Next PPC meeting is scheduled for Monday, October 16<sup>th</sup>, 2017, at 7:00pm at the St. Catherine Rectory.