

Approved.

MINUTES
PASTORAL COUNCIL
JANUARY 19, 2017 • 6:30 p.m.
ST. MARTHA'S CHURCH

In attendance: M. Colombo, L. Ouellette, D. Ouellette, D. Murphy, B. Sawyer, B. Hewitt, R. Robinson, D. Barton, E. Kiley

Not in attendance: D. Rousselle, J. Bacon

Staff in attendance: D. Blackwell, C. Houston, & R. Smith.

Guest: Marla Blackwell

I. Prayer

Bill Sawyer led the opening prayer.

II. Approval of Minutes

Paula moved acceptance of the minutes, seconded by Leo, and unanimously approved.

III. Welcome New Members

Mary introduced the three new members to the council: Beth Hewitt, Renee Robinson and Dave Barton. Each gave a short bio. Mary announced that she had conducted an orientation with the new members.

IV. Old Business

- A. Proposed By-Law Changes:** Donna and Diane reported on the proposed changes to the by-laws. After a short discussion, Leo made a motion to accept the changes and Bill seconded, and it was unanimously approved.
- B. Communication:** Paula gave a short summary on communication. She reported that there has been improvement on communication based on a survey taken a few years ago. We have a process in place using “free media”, which involves using local print and television media to promote parish activities. Dave Guthro, the diocesan Director of Communications, can assist by submitting to news outlets. This has only been used once and should be used more often. This is one responsibility that a Communication Director would have.
- a. Web Site:** The web site is improved now that we have Kurtis working as the web master. The Pastoral Council page is “under construction”. Beth and Renee, our newest members, maintain our Facebook page. The hope is to attract younger parishioners.
- b. Annual Report:** Paula related that work is being done on the financial report that will include number of parishioners, number of Baptisms, Marriages, Confirmation and First Eucharist. This will be completed with the help of the Finance Council. The hope is to have this completed by the end of August.
- The Pastoral Council recommends the hiring of a Communication Director. Fr. Fred stated that the Diocese changed the finance program, which caused some problems with the bookkeeping, therefore the figures necessary to determine funding the position have been difficult to bring together.

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- c. **New Parishioners:** Rosanne reported that a process is in place to register and welcome new Parishioners. A discussion followed on how to welcome new parishioners. It was suggested to survey some of the new parishioners on how this process worked. Council members recommended a monthly coffee and donuts to welcome new parishioners and have the children attend. It was proposed to encourage both new and old parishioners to introduce themselves. The possibility of electronic registration was also discussed.

The council decided that, because the new procedures have been in place for most of the past year, that it was time to evaluate success. Mary will work with Rosanne to develop a telephone script. Members agreed to having the names of new parishioners divided among the group so everyone calls several new parishioners to ask them about their experience.

- d. **Young Adults:** Mary suggested the formation of a sub-committee that would include some Pastoral Council members and others who are interested. The sub-committee would meet during the months that there is no Pastoral Council and report out at each meeting. It may be necessary to devote a special Pastoral Council meeting to the “Young Adult” goal. Members of the Council, Beth Hewitt, Renee Robinson, and Mary Colombo, will participate along with parishioners Colleen Haley-Read and Eric Muchemore. Council members were invited to submit names of people who may be interested in participating.
- e. **Since you Asked:** Elizabeth reported that the Green Committee was the last reported question. She will go over questions that were gathered from the parish-wide meetings and report back to the Council. Fr. Fred explained that LPI, our bulletin Company has some information we can use to respond to questions.

V. New Business

- A. **We Share:** Fr. Fred updated progress on implementing WeShare. Diane, Corinne and Rosanne have been trained and the process is ready to be implemented.
- B. **Altar Servers:** Fr. Fred is establishing a program to develop new Altar Servers using experienced altar servers as mentors.
- C. **Funeral for Fr. Albert:** Fr. Fred gave the details for Fr. Claude Albert’s funeral, which will necessitate cancelling the 9:00 a.m. Mass.
- D. **Scheduler:** Deacon Darrell announced that Carol Dalton would like to retire from doing the Lector and Eucharistic Minister scheduling for St. Martha and that we should be looking for someone to take over.

Paula led the closing prayer and the meeting adjourned at 7:50 p.m.

Opening prayer volunteer for the March meeting: Diane Ouellette

Closing prayer volunteer for the next meeting: Leo Ouellette

Respectfully Submitted,
Rosanne L. Smith

Approved.