

## MQHR Parish Pastoral Council Minutes 3/23/10

**Members in attendance:** Mike Hogge, Fr. Bob Nieberding, Walter Leachman, Cora Mudd, Jeanne Suchanek, John Saindon, Ron Wedding, Steve McCauley, Kevin Lamping, Julia Denny, Bill Drane, Ginger Fraser.

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John Saindon called the meeting to order at 7:05pm. Fr. Bob lead us in prayer.

January minutes were updated with corrections and February minutes were approved as well.

**Evangelization** – no report given; Mike Hogge met with Bill Longworth; He is trying to establish regular meetings. There are frequent postings in the bulletin for Evangelization.

**Worship committee** – no report; Fr. Bob gave a brief update; he has spoken with someone about chairing this committee. He should know something this week. Holy Week liturgy aid is being published; Holy week services will have some bilingual parts- Spanish and Latin; Easter Vigil will have 14 neophytes; 12 are Hispanic so Fr. Eulices will do the baptizing and confirmation. Suzy Well's children's liturgy has had increasing numbers; Children up through 1<sup>st</sup> communion can participate. Plan to go through summer with this program, too, if staffing is available but not on Easter or Palm Sunday.

Ann Peck and Lisa Ivy are doing a wonderful job of decorating the church for the holidays. Mary Lee Discell is coming to the Liturgy meeting to represent the Hispanic community and gives reports. We have a good Hispanic ministry program but it still seems as though they are two separate bodies instead of one church. We must determine how to bring the two together. Language can sometimes be a barrier with parents etc. Any ideas on how to bring these two groups together are welcome.

**Religious Formation** – see attached report provided by Bill Drane.

Appreciation gifts for volunteers: This was previously in budget. Committee would like to reintroduce this into budget to hold one appreciation dinner for all volunteers in formation. Walter said this is up to formation committee to determine how to approach it. Each subcommittee has money allocated for appreciation dinner.

For consideration:

Early child hood through 5<sup>th</sup> grade combined as one advisory team and for budgeting purposes. Need permission from Parish Council to implement formal drop off policy for preschoolers. Concern is that small children very often have older siblings come after morning formation classes in Education Life Center to pick them up. Loss of adult supervision occurs between class room door and front door and beyond. Recommend having policy that will include permission letter to be signed by parent to allow older child to pick up sibling. Laura developed the letter and sent to the Diocese for insurance review.

Decision: Give policy to Fr. Bob for approval once returned from Diocese and have Parish Council review at next meeting. Email the policy to council members if received prior to April meeting.

Follow up by Bill Drane: he has received questions about the cut in lunch budget for vacation Bible school. Walter has said the budget for 2010 has not been approved and he is not aware of any cuts for vacation Bible school at this time.

Adult Education: Concern was expressed regarding Why Catholic and Immersed in Christ programs going on simultaneously. Fr. Bob will discuss with Laura.

### **Religious Formation Report to PPC**

**March 2010**

### **Sacramental Formation**

*Confirmation* – Thursday Nov. 4<sup>th</sup> at 6:30pm and Saturday Nov. 6<sup>th</sup> at 4pm, 2010

1<sup>st</sup> Communion 2010 – Will be: Saturday 4pm - May 1 and May 8 – Family’s choice. 86 children registered.

1<sup>st</sup> Reconciliation 2011 – February 20, 2011

1<sup>st</sup> Communion 2011 – April 30 or May 7.

## **RCIA**

There are 8 Inquirers, 9 Candidates (baptized) and 4 Catechumens (unbaptized) participating.

14 adults and children, Spanish and English, will be baptized at the Easter Vigil April 3, 2010

There are a group of Spanish-speaking baptized Catholics getting catechesis and should be ready to receive the sacraments May 23. The Bishop will give Fr. Eulices requisite faculty to confirm.

The RCIA team is planning a training retreat for the coming year.

RCIA for Children - There are 9 baptized Catholics currently participating. These 9 will receive the sacraments May 23. The Bishop will give Fr. Eulices requisite faculty to confirm.

All Baptized Catholics will be Confirmed by the Bishop from June forward. Cara and Laura are working together to come up with a schedule and proper catechesis to prepare all baptized Catholics for the sacraments they need.

## **Whole Community Assembly**

April 18– Vocations with Erick Sandstead. **This will be the LAST Whole Community Assembly.**

May 16, 2010 at 9:30 will be a Parish Town Hall Meeting.

June will be a farewell breakfast for Fr. Bob.

July will be a welcome breakfast for the new Pastor.

August 15 will be a Pancake Breakfast, kicking off the new Regular Formation year. Regular Formation will be every Sunday, with the exception of holiday weekends.

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## **Additional Comments**

There is a great need for Spanish adult sacramental formation. Because of the lack of Spanish-speaking catechists, we cannot offer more classes than we currently have.

## Youth Ministry Report

- We have 16 volunteers total including the Life Teen, EDGE, and Morning Formation volunteers
- The EDGE middle school group is averaging about 14 due to sports
- Our Life Teen high school group is averaging around 6-10 this month due to extra curricular activities (sports, school, etc)
- Our Morning Formation numbers are growing and averaging around 20 every week
- Some of the High School Core team are Eucharistic Ministers every 3 weeks at the Sunday 5:30 Mass
- Youth Ministry are Greeters on the first Sunday of the month at the 5:30 Mass
- We are using Why Catholic in Morning Formation classes through Lent
- The High School teens will attend a lock-in at the Lexington Ice Center on March 19 hosted by St Elizabeth Ann Seton
- We are hosting Living Stations of the Cross for the Whole Community Assembly
- We are going to host a NET retreat April 24 along with Pax Christi and St. Clare that will involve all teens from the Diocese
- Some of the parish families are hosting the NET team members for the night before the retreat
- We are having cookouts this weekend for both Youth Groups if the weather cooperates
- We are gearing up for a couple of days for the youth groups at the Peterson's farm in Jessamine County as soon as the weather warms up permanently

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We plan on sending a couple of teens to CLI in June. CLI is a leadership retreat for some of the teens in the Diocese that are handpicked from each parish to become leaders in their youth groups and their parish

· The Ignite Your Torch retreat is coming up in late July and we are starting to plan and advertise for that. This retreat is a very good retreat that is put on in Springfield, KY and was a great experience for our High school teens last summer. Everyone that went wants to return and we will have more teens to go this year than last

## Early Childhood - 5th Grade

C.A.T. picture was taken. The minutes of the November meeting were reviewed. Two minor changes were made and approved.

Carole suggested using pictures from prior Formation celebrations a week or two before upcoming Formation events to highlight them.

Karen has received the goals for Early Childhood Formation.

The duties of Publicity and Communication representative were discussed. Publicity involves making information about Religious Formation readily available. Communication involves keeping all Formation Programs, school, and Parish informed about events that they all my participate in.

It was decided that there is a need to change the date of the C.A.T. monthly meeting from the third Sunday of each month to the second Sunday of each month to facilitate information sharing in a timely manner.

Barb asked about progress on Laura's letter regarding student drop off and pickup policy. Formation does have the letter. However, Laura was to contact the diocese regarding requirements on this as regards to insurance matters.

Re: Safe Environment –It was noted that all grades have completed the program except for 5<sup>th</sup> grade. Karen has spoken to Kelly, and that group will be finished with the last lesson before the end of February.

Carole asked about the Early Childhood budget. Michelle should have 2009-10 completed soon. She will email it to Carole. Michelle noted that parents are volunteering. Karen reported that she has 3 new teachers.

Budgets for year 2010-2011 will be provided in the near future.

Karen asked that we present any specific needs to her to facilitate her completion of her budget. Michelle expressed the idea that the three programs consider sharing the cost of a simple digital camera. The cost of disposable cameras, film and developing photos has become prohibitive. Dividing the cost of the camera between 1st - 5th grades and VBS is another option.

Karen has talked to the children about the planned Living Stations of the Cross for March Whole Community Assembly. Karen and David Lawson - MS/HS CRE will review the stations to determine how many children they will need to be part of this program.

It was noted that the Christmas Stations were very beautifully done and were quite a success.

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On 2/28/10 and 3/28/10 the 1<sup>st</sup>-5<sup>th</sup> grades will be presenting Stations of the Cross during class time (very simple, for the little ones).

On April 25, 2010 all grades will be invited to Children's Chosen Day—vocation day celebration. This is also the World Day of Prayer for Vocations. Karen noted also that Erik Sanstad will be meeting with her in March to help plan the program for this very special day. Carole suggested that we put up a poster board with some photos of last year's Children's Chosen Day.

May 9<sup>th</sup> is the last day for formation classes for the summer. The 1<sup>st</sup>-5<sup>th</sup> grades will hold May Crowning at 10:15am and all Religious Formation Programs are invited.

Children and families are to be encouraged to continue attending Whole Community Formation throughout the summer as a continuing part of their religious education. Carole felt that it might be a good idea to have families sign in as they come for these Whole Community programs –this would help to illustrate the importance of continuing religious education during the vacation months.

**The next meeting will be Sunday, February 14 after the 11:00am Mass. It was requested that the meeting location be changed to the ELC Conference Room as it is more comfortable and there are no distractions or interruptions.**

Meeting ended at 1:15pm.

### **Adult Ed:**

- For various reasons, an advisory committee for Adult Ed was/has never been formed for Adult Education. We have been advised that until a permanent pastor is in place, it could be counteractive to establish a new committee where the mission and goals could be changed.
- An informational pamphlet for the parish is being developed with Adult Ed offerings and schedules--due in August/September.
- Laura Hack has been visiting the Why Catholic groups that meet at Mary Queen, introducing a new Adult Ed program—*Immersed In Christ* (IIC). For interested groups, the next sessions of IIC will be offered at the beginning of Easter Season 2010 and following Pentecost 2010. Last year several Why Catholic groups were looking for similar programs for their groups to be able to continue to meet. Highlights of IIC include the following:
  - Faith sharing groups
  - Five programs are offered per year: Advent through Christmas, Lent, Easter, Ordinary I, and Ordinary II.
  - Daily Scripture based—the daily reflections for home use will follow the Lectionary. Groups will meet once per week, and depending on the Liturgical Season will meet from 6-9 weeks. Each daily reflection and group meeting the participant is challenge to take action.

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- The program encourages and reinforces living through the Gospel message, but most importantly, living a Christ-centered life through the promises within our Baptism...
  - Advent-Christmas: Be *Christ*. Accept your new *identity*.
  - Lent: Be a *disciple*. Accept God's promise of *enlightenment*.
  - Easter-Pentecost: Be a *prophet*. Accept God's promise of *power* through the "gift of the Spirit."
  - Ordinary I: Be a *priest*. Accept God's promise of "*posterity*" through fruitful mystery.
  - Ordinary II: Be a *steward king*. Accept God's promise of *victory* in establishing the *reign* of God on earth.

This program is extremely rich in nurturing understanding of our ***Baptismal commitment through Sacred Scripture, our call to Evangelize, and the true foundational meaning of being a steward of Christ's Kingship.***

*Immersed In Christ* will be advertised to the whole community. We wanted to seize the opportunity of having established, committed, and trusting groups, to pilot the program. Everyone is welcome and anyone interested may contact Laura. We are waiting for the publisher to send us more promo materials and the bulletin should have information for our Mary Queen community within the next three weeks.

We have made a commitment to offer the Why Catholic program through Fall 2011, and we will not favor IIC over Why Catholic.

### **Religious Education and Formation:**

- April 18 will be our last “**Whole Community Assembly**” per se. Unfortunately, somewhere within the history of WCA the perception of “getting a Sunday morning off” became common among most parishioners—adults, students, and some leadership. **There will still be Sunday mornings when we all gather as a community—first of all being participation in MASS!** The all-community gatherings will not be called WCA and will not be announced as a day off from Religious Education and Formation.
- The “appearance” of bulletin boards has been created in the Religious Education and Formation entrance into the ELC. Bulletin boards have been included in the budgets for 2010-2011. We are striving to make the spaces informational, a sign of our presence within the facility, and to create an inviting space to our parish’s ELC.
- The info on the bulletin boards is just one small step towards increased communication within our parish in regard to RE/F. A bulletin board is also in the Adult Ed budget for the classroom hallway in the church building. There is concern about the multitudes of signage accumulating on the doors and walls throughout the church building.

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Youth report: – no one was present. John is working with David to make sure representative attends PPC.

**Stewardship and Development** –April 24<sup>th</sup> and 25<sup>th</sup> will be Time and Talent weekend. Booklet of various options for service was created by Sue Knies. Time and talent form is complete; will request occupation and email address, too; Will use this as an educational opportunity to research matching programs. Two weeks prior to Time and Talent weekend we will have testimonials. Expect to have those identified and a list to Fr. Bob by April 1.

Logo contest for the Parish 50<sup>th</sup> anniversary is being planned. It will be open to Mary Queen, Lexington Catholic public and homeschooled students; judging will occur in June and July. This has not been announced as guidelines are still being developed.

Parish preparation phase is underway for One in Faith and Mission fundraising campaign. Plans are to publish FAQs and “did you know” insert in bulletin each week.

**Social Justice-** report given by Cora on Build;

**Community life-** report given by Cora Mudd; (see attached)

Community life report PPC MEETING - March 23, 2010

1. The Fish Fries are going very well at Mary Queen. We are averaging more

than 400 (425) dinners per week. This is 26% more than our average of 338 dinners last year. The price this year has been lowered to \$5.00 for Adults and \$3.00 for children due to an Act of Kindness donation from one of our parishioners. This has made the meals more affordable.

We have one more fish fry this coming Friday, March 26, 2010 – EVERYONE COME AND ENJOY THE MEAL AND THE SOCIAL FELLOWSHIP WITH OTHERS!

2. Donut Sunday was held on March 21, 2010 after the morning Masses. Donuts, coffee and juice were served. Stations of the Cross performance was presented by the parish children in the church sanctuary.

3. The Festival Meeting was held on March 10, 2010. We are making progress and are going to make a decision at our next meeting about the price of the Raffle Tickets. Should the price stay as it is or should it be lowered? We are still deciding on the sit down dinner or catered dinner for Friday and Saturday nights. Our next meeting is April 15, 2010.

#### ADULT AND FAMILY MINISTRY

1. An Irish potluck dinner was held on March 14, 2010. Joyce Fister- Daley (filled in for a sick Kevin Lester) cooked a fabulous corned beef, cabbage, carrot and potato dinner for 35 or so people.

2. The Hobby group had a mini “retreat” at MQ March 19-20, 2010. Seven (7) ladies came and went over the 2 days and enjoyed the time and place to spend working on their craft and time with friends.

3. Care packages were sent out to 30 + college students with the help of a great volunteer team coordinated by Kim Steinmetz.

4. The CAC dinners are continuing on the 4<sup>th</sup> Sunday of each month and bread pick-ups at Kroger 4 days per week.

Respectively Submitted: Cora R. Mudd

**Communications committee** - report given by Ron Wedding; Jeannie attended meeting and provided the committee with an update on Development and Stewardship so they could determine how to lend support.

Ron is working with Mickey Wells, school representative, to get signage updated. A new sign for out front is still being tossed around.

2 members from Hispanic community, Norma and Maria, are rotating attendance at the committee meetings. Pat gave a report on the library and said it is going very well. Olan Mills sent information for us to look at to incorporate new directory program in with Anniversary celebration. Need to give this some consideration.

It was also mentioned that we could publish the Church bulletin in color; however, if we do it in color, news must be submitted earlier.

## MQHR Communication Committee Meeting Minutes for January 19, 2010

Those in attendance were Ron Wedding (Chariman), John Mitchell (website/video display), Jill Heink (minutes, articles), Sue Knies (Time & Talent, Suggestions, Information Flyer), Jenny Poole (newsletter), Pat Johnson (Library), Jane Tucker (parish secretary, bulletin). Fr. Nick Pagano stepped in during the last few minutes of the meeting.

The committee discussed updates in the following areas:

- **Marquee sign** –The sign has been painted and put back in place. It looks much nicer, with the larger lettering on the top. There was a problem with the lock sticking on the sign, and the key was broken in the lock, but a new lock has been installed. Ron is looking into replacing the plexiglass on the sign. Mickey Wells from MQ School talked to Ron about a school group (Ron assumed it is PTO, but he is not sure) is looking to raise funds for a new sign. Ron noted that other various people (Becky Brown, Walter Leachman, etc.) will need to be involved with a new sign, since there are city ordinances about sign placement near or in a road easement, height of sign, etc. Sue also noted that our committee should establish with all parties who has ultimate coordination responsibility for the sign. The bill so far for sign repair is \$250. Ron has talked to Bill Wynn at Signs Now on Southland Drive about purchasing letters. If MQ is going to post messages in Spanish, we should considering purchasing extra vowels, since Spanish words generally have more vowels than English words.
- **Suggestion Box** – there was a comment about curtailing the sign of peace and receiving the Precious Blood in order to reduce the spread of flu. Sue will forward the comment on to Fr. Bob and will discuss running a reminder box about flu policy in the bulletin and noting that people who have concerns can feel free to offer an alternative to the sign of peace other than shaking hands .
- **Information Center** – Jenny has staffed the 11 AM Mass and gets occasional questions, lost and found items, etc. She has also stashed some crayons to give families on request for the children’s activity sheets, but needs more. Jill suggested she check with the school to see if they will have leftover crayons at the end of the school year that we can use. During the winter, coffee and donuts needs to use the space, and sometimes groups need the counter space for sales, such as the Boy Scouts and Girl Scouts. Sue will check on the possibility of a few more staffers.
- **Library** – Pat continues to receive donations. She is no longer receiving cards from the catalogue company, so she is typing her own catalogue cards. Some books do not indicate the Library of Congress number, so she is compiling information as best she can. Pat reported that the library sees active use, and there is also a steady circulation of Care Notes from the rack by the Info Center.
- **Newsletter** –The next newsletter deadline is Feb. 5. Seven people contacted Jenny about taking photographs and have been added to Jenny’s mailing list.
- **Website** – John added a new photo for Ordinary Time to the home page. A few groups have asked him about adding links or articles, and John is willing to do so, but he would like those folks to write up their own descriptions, since they can best describe their purpose, events, activities, etc.
- **Video board** – John doesn’t receive many requests from parish groups to publicize their events
- **Information flyer** – the committee reviewed the second draft of the flyer describing the communication committee. Sue has left the Spanish liaison open. Also, the photography is left open (but as noted before, Jenny has picked up some volunteers in this area. None are designated at “in charge” of photography at this time). Pat suggested that we add the phone number for the MQHR office for those folks who prefer to call instead of e-mail, and the committee agreed this was a good idea and there was room to include the office phone. Jane will see about running off 1,000 color flyers (Diocesan Publications might do this for us). We will allocate 800 flyers for the bulletin. Ron will distribute flyers at the Parish Council meeting and Sue will laminate some flyers to have at the Info Center.
- **Bulletin** – Jane noted that we could have color pages inside the bulletin, but the deadline for sending the bulletin to Diocesan Publications would move up to Monday to have the bulletin printed for the weekend. Often, the weekly stewardship figures are not available till late Monday morning, so a Monday deadline is not practical unless people would not mind having the stewardship numbers running a week behind. Ron asked about varying the design inside the bulletin. Jane said this would require a different template from Diocesan Publications. She will check with them about other layout options.

The next meeting is slated for Monday, February 15, 2010, 9 AM. Ron will ask Becky Brown, principal at MQ School, about attending (this is President's Day, and MQ is off that day, so we shall see if she can come that day).

**School Board** – report given by Julia Denny; tuition rate was discussed; will have a Summer program open only to school children; are getting paper work in place and maybe later will be opened to take in parishioners. Volunteer recognition is being discussed; Parent surveys on school sent out yesterday and are due back by March 24th.

**Finance** – report given by Steve McCauley; budget subcommittee meeting will be held tomorrow. Lots to do and the outlook for the parish and school right now is a \$91000 loss. We have an \$177,000 Diocese assessment. \$150,000 paid down on line of credit to \$152,000. Our offertory is averaging just under \$32,000 and our budget is based on \$35,000 weekly. Right now we are \$126,000 dollars under budget. Tuition did go up about 10%.

**Business Manager** - report given by Walter Leachman; (report attached)

### DHR PPC Meeting 3/23/10 Business Mgr's Report

Offertory for fiscal year 09/10 thru 38 weeks is \$1,208,320 or \$31,798 avg. Budget average is \$35,129. We are under budget by \$126,600.

Current Development pledge status: Overall # pledges = 567, total Pledge Amount \$1,112,418 ... delinquent amounts behind to date = \$212,209, overall due by Dec 2010 = \$504,398, inactive not collectible = \$ 39,534.

2010 Offertory pledges received thus far are 502 (19 zeroes) compared to 468 at the same time last year. Average pledge \$2,432 vs. \$2,138, or an increase of 13% avg. In order to soften this increase as totally new pledges, we have interpolated that there are approximately 28 families that did not pledge last year but gave over \$2,500, that pledged this year. (sample 10/170 as x / 484)

The 2009, over 1,400 Yr End tax letters were sent on 1/21...with only one minor correction. Mary Queen raised \$22,438 for Haiti.

The Dreamstakes Event is set for 4/24/10. Mark your calendars. Raffle tickets will cost \$100 each for a chance to win the \$15,000 Grand Prize. Event tickets will be \$40 for an individual ticket and \$70 for a couple. Tickets are on sale through the School & Parish Office & after masses. Please plan on purchasing at least one ticket or share with others for more chances to win the big prize. There will be (3) door prizes – two large (42") screen flat panel HDTV's and a PS3 game system. You must be present at the event to win the door prizes, but not for the grand raffle.

Donations have been made to the school to purchase more Smart Board technology. The Board specifications have been made and we have submitted an order to purchase 4.

The Finance Council last meeting was 3/17/10. Committee setups were discussed including the resource enrichment committee (new money), the budget subcommittee has met once and will meet again in the morning, 2010 DAA requires \$177,000, the outlook for the parish is a loss of \$42,000 and the school projects a loss of \$49,000, there was a technology discussion on benefits of Virtual desktops & servers & introduction at the Diocesan level.

The school Finance Committee last met on 3/2. The school budget and tuition proposal was approved by the Committee, School Board, and the Finance Council on 2/24/10. Unfortunately, with the expected reduction in enrollment and an increase in expenses, the Finance Council had to approve

a 10% increase in the school rates. There has not been a general increase for the past two years in our quest to become Total Stewardship parish. Finance Council members were available at school on March 4<sup>th</sup> to discuss the increase.

| <b>2010-11 Tuition</b> | 1 child | 2 children | 3 children | 4 children |
|------------------------|---------|------------|------------|------------|
| Stewardship Rate       | 4,188   | 7,668      | 10,752     | 12,660     |
| Catholic Rate          | 5,592   |            |            |            |
| Full Rate              | 7,500   |            |            |            |
| 3 yr old – all day     | 5,016   |            |            |            |
| 3 yr old – ½ day       | 3,300   |            |            |            |
| Pre-K - all day        | 4,428   |            |            |            |
| Pre-K - 1/2 day        | 2,832   |            |            |            |

MQ's operating line of credit balance is currently \$152,000 (\$55,000 Church, \$97,000 School). We have paid down \$150,000 from the original \$302,000.

- The next finance council meeting will be 4/21 and a joint PPC and PFC meeting will be on 4/27 at 7pm to present the 2010-11 budget.

**New business** – none.

**Old business** – Update on parish elections: No responses were received from the bulletin posting. John Saindon has one person that he is following up with. Steve and Mike's positions are up for re-election. Steve volunteered to do Finance job another year. Every year, two people go off the Executive group. Chair for the Parish Pastoral Council and liaison to Finance Council are up this year.

Bill Drane, James Patterson, and Steve, and possibly Mike will consider running. John Saindon will work with Mike Hogge to coordinate the nominations and election if needed. Photo and small bio needed for each nominee.

**Pastor's report-** last Thursday Father Joe appeared in court and accepted an Alford plea and lesser charges: one felony count and attempted abuse which was a misdemeanor. Sentencing will occur on the 21<sup>st</sup> of May. Fr. Bob explained the process of selecting a new pastor.

The next Parish council meeting will be on April 27, 2010