



## **Sacred Heart Roman Catholic Parish**

150 Fleury Avenue  
Prescott, AZ 86301

### **Pastoral Executive Council Committee Meeting Minutes Jan 13, 2020**

*"Being the Living Example of God's Love to Others"*

**Present:** Fr. Raj, Jim Wren, Mike King, Henry Cromeek, Judy Carlisi

**Absent:** None. Jim Wren had to leave at 6pm.

**Guests:** None

**Meeting called to Order:** The meeting was called to order by Fr Raj. at 5:27pm

**Opening Prayer:** Led by Fr, Raj.

**Approval of minutes:** Approval of Dec. minutes to be done at the Jan 28th meeting (This meeting was moved from the Feb 3rd date.)

#### **I Old Business:**

##### **A. Developing a Model Agenda- Requested by Fr. Raj and Mike King and open to feedback by Pastoral Council members:**

- 1. The purpose of the Pastor's report:** To inform the pastoral council about the happenings in the parish. It is important that we are aware of events in case other parishioners have questions. It contains past events as well as future events. Jim Wren stated that the content of the Pastor's Report should be at the discretion of the Pastor and the Parish Manager's Report should be at the discretion of the Parish Manager. Neither should be limited nor restricted. Mike will "soften" the guideline regarding this topic and provide another version of the "model agenda" format.
- 2. Location of the Pastor's report on the agenda:** Discussion about, and the decision to move the Pastor's report to immediately after old business. One of the reasons it was originally moved toward the end of the agenda was to provide Fr. Raj a perspective prior to giving his report. Moving the Pastoral and manager's reports forward will allow more time to dialog about certain items with the Pastor's report at the beginning.
- 3. Closing Remarks:** Fr. Raj should have an opportunity at the end of the meeting in closing remarks to comment on anything further.
- 4. Length of Pastoral Council meetings:** To stay as close to an hour as possible.
- 5. Meeting Agenda:** It was generally agreed that past agendas had too many topics and not enough time to provide adequate dialog and understanding of topics and follow-up. It was encouraged that we have fewer topics on the agenda to allow for more dialog, closure and feedback to Father Raj.
- 6. Minutes:** First draft to be sent to Chairperson as well as Parish Manager. After approval they go out to all council members for second approval of the minutes.

##### **B. Pastoral Council Guidelines:** Printed up by Jim Wren and Signed by Fr. Raj as Pastor and Mike King as Pastoral Council Chairperson. **See Attachment A.**

**C. Pastoral Plan:** Fr. Raj clarified that it was for Parish guidance and mainly for internal purposes. Not all parishes have them. It describes the direction and strategies for the next 5 years to accomplish Fr. Raj's topics of: Worship, Faith Formation, Evangelization, Participating, Temporal Goods (Finances and Facilities) He reminded us that these are broad guidelines and not specific. Document should not exceed two or three pages, which will be a challenge.

1. In the past Pastoral, council members were to meet in groups of two outside of meetings and develop draft actions that would be discussed, prioritized and approved by the entire council. Judy Carlisi suggested we discuss these in small groups during our meetings rather than doing the work away from the council and then reconvening. This way questions and thoughts can be addressed immediately. Fr. Raj felt that we could cover a few topics per meeting and make decisions as a group or in small groups. It was agreed, the next few months meetings will focus on these Plan topics and be discussed in our meetings.
2. Target date for completion is end of May.

## II Pastor's Report: Fr. Raj

- A. Pulpit Announcements:** A copy of the announcements, given from the pulpit, will now be available to pastoral council members at the information table in the gathering area in the event they need clarification.
- B. Pastoral Council meeting added:** February 3. Please communicate to council members
- C. Claret Year:** 2020 marks 150 years since the missionary work of St. Anthony Mary Claret came to Santiago Chile from the place of origin in Spain. Fr. Raj will be meeting with other Claretians in Santiago Chili during the month of January. Oct. 24th Bishop Eduardo Nevaes will coming to Sacred Heart Parish to celebrate.
- D. Fr. Raj and our Hispanic Community:** Fr will be making a Holy Land trip with 32 people from the Hispanic Community of Sacred Heart Church February 10-20, 2020.
- E. Appreciation to the Pastoral Council:** Fr. Raj is happy with the qualities and contributions of the council members. Applauds our achievements especially for those new to the council. We all have a unique contribution to bring.

## III Parish Manager's Report: Jim Wren

- A. Meeting agenda:** Reiterated the importance of productive meetings with a clear agenda
- B. Volunteer Dinner:** Thurs, Feb 6th from 5:30pm-8pm in the SHCS gym. Dinner will be served at 5:45pm. Please participate as you are volunteers and also should be visible as a council. Please RSVP to the office 928-445-3141 by Friday, Jan 24th. (Spouses welcome if they volunteer in any capacity at the church)

## IV Recap of Pastoral Council Accomplishments since July, 2019: Mike King (not in any specific order)

- A.** Ministry adoption by Pastoral council members
- B.** Parish Guidelines completed
- C.** All but one vacancy on the Council has been filled. Father Raj praised new members since August, Chris and Greg, for their speedy transition to engaging in Council work.
- D. Council Hospitality**
  1. Staffing the information table accomplished
  2. Name Tags in use for all Pastoral Council members
  3. Welcome packets Continue
  4. Developed 5 behaviors for the hospitality value for the Mission, Vision and values efforts.
  5. Phone calls to new parishioners successful
  6. New Parishioner Dinner supported

- E. New Parishioner Dinner supported
- F. Participation at Heritage Weekend events
- G. Ministry Review
  1. Reviewed and affirmed the importance of Common Grounds.
  2. Reviewed phone calls to new parishioners and determined very successful
  3. Dialog and commitment of Council members to support large parish events.
- H. Supported Capital campaign and Jubilee celebration.

**V New Business:**

- A. Staffing of Information Table:** Discipleship Committee willing to help. We will reach out and ask them if they can help us to cover a few of the Mass times. Also, Financial Council members will be approached. Mike and Henry will make contacts.
- B. Carpooling Plan for Men's Conference:** Looking for a coordinator
- C. Next Meeting:** Mission Vision and Values would like to present to us the next steps. Then next meeting has been moved from Feb 3 to Tues, Jan 28th.
- D. New member:** Greg Kozlowski - Minutes, roster and schedule to be sent. Welcome Greg! One remaining opening.

**VI Closing Prayer - Mike King**

**VII Meeting Adjourned at 6:28pm**

Respectfully submitted by Judy Carlisi