

**IMMACULATE CONCEPTION  
PARISH COUNCIL MEETING  
MINUTES OF TUESDAY, April 17, 2007**

Fr. David opened the meeting with a prayer at 8:10 p.m.

**PRESENT:** Father David, Chris Ameel, Anthony Jubinski, Pieter Winne, Eileen Gretkierewicz, Jim Ruemenapp, Lisa DiMaggio, Jane Petitpren, JoAnn Augustine, Kelly Lovati, Patty Klecha, Theresa Austin, Elaine Abraham, Deacon Ken Nowicki, Debie Hauer, Pat McGrath, Liz Koerber.

**NOT PRESENT:** Karen Monsur.

**MINUTES OF March 13, 2007 Accepted. (After revision to change number of candidates for first communion from 71 to 73 and for Confirmation from 21 to 52)**

**COMMISSION REPORTS**

**CHRISTIAN SERVICE**

- Del Haskin Report – 10 cards were sent in February. 12 in March and 6 to date in April. 6.
- Funeral Lunch Report - One funeral lunch in April.
- Saint Joseph Layette – Enough items were donated to make 10 baskets. Eight were delivered to *Catholic Social Services*; two were given to *Kids In Distress Services*. Additional money received will be used to make baskets in the fall.
- The next blood drive will be Sunday, April 29, 2007.
- St. Vincent De Paul – Assisted 10 families with financial needs.
- Lenten Mission – reception was held on the last mission day – approximately 150-175 people attended.
- Joan Tomaczycki reported that to date 12 people have volunteered to cook and 5 people volunteered to drive for the new program to assist extremely ill parishioners with meals and transportation. Another article will be placed in the paper asking for more volunteers. Jane will have a “Protecting God’s Children” workshop June 4<sup>th</sup> from 6:30 until 9:30 pm in the Parish Hall for the volunteers that will be driving. Jane will also contact members of the funeral lunch committee for volunteers to prepare food. This new program will be the Christian Outreach Program Endeavor (COPE).
- The Anniversary Mass and reception will be held on Sunday, April 22<sup>nd</sup> at the 10:00 a.m. Mass.
- Discussion on doing more to get new parishioners involved in Parish Activities. Calls are being made to parishioners inviting them to coffee/donut Sunday. Identified the need to update the booklet listing all ministries in the parish for new parishioners.
- The next Coffee/ Donut Sunday in May will be on the 20<sup>th</sup>.
- Next meeting will be on Wednesday, May 16th.

**CHRISTIAN WORSHIP**

- The Art and Environment Committee has some new members. There is a need for formation on the guidelines for each of the seasons and the Triduum. Fr. David met with Ava Robinson to review Church environmental needs through the fall.

## **CHRISTIAN WORSHIP - CONT.**

- A total of 12 teens and adults were baptized, made a profession of faith and were confirmed at the Easter Vigil.
- Attendance was good for Divine Mercy devotions on April 15<sup>th</sup>. Fr. David led the Chaplet, and Fr. Jogues Constance. OFM Cap, was the main celebrant and preacher at Mass.
- Plans are underway for the Confirmation liturgy on Wednesday, May 2 (with Bishop Quinn), and the First Communion liturgies Saturday, May 5<sup>th</sup>.
- Other special worship items coming up include:
  - Wedding Jubilarian celebration Sunday, April 22 at 10:00 am Mass
  - Easter Devotions on the Sunday afternoons of the Easter season
  - Recognition of high school and college graduates at the 10:00 am Mass on June 3<sup>rd</sup>.
  - Father Sigmund Kowalczyk will talk about the Catholic Charismatic renewal at two sessions here at Immaculate Conception in the Parish Hall, Monday May 7<sup>th</sup> and Monday May 14<sup>th</sup>

## **SCHOOL ADVISORY/PTC**

### **Old Business**

- Minutes – Minutes were approved with the two changes – adding Mary Anne Kilgore and Shannon Torney to the list of attendees.

### **Continuing School Improvements**

- **Admission Policy** - Mrs. Steele reported that the office used a checklist for handling admission calls and determining eligibility. This checklist proved to be a useful tool.  
**Current admission status:**
  - Slots all full for Kindergarten – 28 students
  - Preschool before registration – ½ full
  - Next year Cougar Cubs – already expressed interest
- **Bully-Proof Presentation and Rubrics** - All students attended the Bully Proof presentations during the last week in March. The information was well received by students.  
Mrs. Steele presented the committee with a rubric for discussion. Overall feedback was positive and in support for the rubrics. A question on the “hitting” policy was addressed to ensure it correlated with the handbook.
- **Accreditation – Narrative Plus**  
An update was given on the narrative for the self-study. There were 12 points in all. The focus was on items that went above and beyond those addressed.
  - **Science Fair** - Great job done by all. It was suggested that the presentations be limited and more time allotted to review projects.
  - **Book Fair** - The fair did very well this year. The proceeds were able to help the Sisters from Epiphany at a total of \$600.00.

## **SCHOOL ADVISORY/PTC CONT.**

- **Writing** - An assessment is being looked into that would provide a word prompt within a timed segment where the student would be asked to write. This piece would be graded against a rubric.
- **Cougar Beat** – The 7<sup>th</sup> and 8<sup>th</sup> grade newsletter has been well received.
- **Italian** – Sean Stawiasz is addressing the possibility of extending the Italian program.

#### **School Advisory Committee**

- Terms were reviewed for the 3-year commitment. Committee Status:
 

Kelley Lovati	1 year
Stan Stawiasz	1 year
Anne Malik	2 year
Roseanne Vervacke	2 year
Melissa Wright	2 year
Robbin Bates	3 year
Mary Anne Kilgore	3 year
Stan Lisica	3 year
Shannon Torney	3 year

Of the committee members present, Robbin Bates, MaryAnne Kilgore and Stan Lisica expressed interest in accepting another 3-year term. Shannon Torney would not be able to due to other obligations. Mrs. Steele will speak with the other members. Open positions will be advertised within the parish and school communities.

#### **CHRISTIAN EDUCATION**

- As of tonight, April 17th, 23 women have signed up for the annual Women's Retreat to the Manresa Retreat House.
- R.C.I.A. will be monthly until September.
- MOMS – will be returning in the fall.

#### **STEWARDSHIP**

##### **Stewardship Meeting Minutes for April 17, 2007**

Meeting commenced with Patty Klecha presenting the configuration of the Stewardship Commission. She stated the commission should be formed into six sub-committees with specific responsibilities. They would be: Budget; Utilization of Resources; Maintenance; Personnel; Communication and Church Support. A Stewardship Commission member would chair each and that person would report back to Stewardship on the findings and concerns of that sub-committee. There would be no need for the sub-committee members to attend Stewardship Commission meetings. Each sub-committee's responsibility would be:

- Budget: Obtain information and monitor budgetary matters, and maintain the integrity of budgetary issues.
- Utilization of Resources: Oversee the appropriate funding, as to the goals of the church/commission.

#### **STEWARDSHIP - CONT.**

- Maintenance: Would physical inventory church/school campus as to needed repairs and enhancements needed. This should be done quarterly to begin with and then possibly seasonal. Some items that may be of concern are the heating systems, roofs, ADA compliance, etc.
- Personnel: Look at the sensitivity of the staffing, in conformity with the goals of the church/commission. May oversee/review job descriptions and recommend/review additional personnel staffing, to enhance programs.
- Communication: Hard to define area as we now only communicate with bulletins and our website. This area could approach how to reach out to those that do not attend regular services and thus, are unaware of what we offer them as a church family member. Discussion regarding evangelizing being a very integral part of this area and how this area could well affect the offertory collections and other areas of participation.
- Church Support: To look at how we obtain funds. This sub-committee would work hand and hand with evangelizing and communication sub-committee.

Patty indicated that she and Father would review the commission members and decide which area to assign each of the members. This would be based on a member's expertise and talents.

Chris Ameel stated that all of these sub-committees should be driven by the latest organization "bubble" provided on the Archdiocese website, which incorporates all areas under evangelizing.

Patty further commented that she and Father would be reviewing the preliminary budget so that it may be sent to the Council members, allowing them time to study it before they approve it. Patty hopes to use an email process to contact both Council and other commission members in the future.

There was much discussion on the need to educate parishioners and the benefits that could be derived from this effort. We have succeeded in increasing our envelope returns approximately 8 to 12% over the standard within the Archdiocese, however to meet our goals we will need to increase this percentage.

Patty presented the letter drafted for the upcoming CSA drive and encouraged the Commission to make their pledges immediately. IC's goal for 2007 is \$62,000. Members discussed the challenges in obtaining this amount and how the amount was determined. Some members felt we were over assessed in this respect. The challenges of parishioners meeting such an obligation were also discussed and the results of specifically requesting a set amount from each family. Education of parishioners as to where these funds were used and that funds directly helped us to provide the new facilities we have, would be most beneficial.

Meeting was concluded with prayers provided by Father David at 8 p.m.

Next meeting Tuesday May 8, 2007 at 6:30 p.m.

### **VICARIATE REPORT**

- Bishop Boyea thanked all the vicariate members for their work. He also recognized Lory McGlennen's contribution to our VPC as our AOD Liaison.
- Krista Bajoka from the Archdiocese gave a presentation outlining a plan for Young adult and Campus Ministry that has been effective in the Oakland county vicariate.
- Principals: The McCormack Academy will move to the St. Mary's campus in Pt. Huron, groundbreaking was scheduled for March 25<sup>th</sup>, which the board of consulters has approved.
- **Parish Cluster Update:**
  - Holy Cross, St. Catherine, and St. Mark: New name will be "Our Lady on the River". Fr. Tim Birney will be leaving in June to become the AOD Vocations Director.
  - Pt. Huron cluster is in the process of choosing its name.
  - All Saints, Holy Rosary and St. Philip's merger is becoming more accepted. Still plan to meet their July 1<sup>st</sup> target date.
- Cardinal Mooney will be holding is Auction on April 21<sup>st</sup> at the Marine City K of C hall. 45 freshmen are enrolled so far for the next school year.
- Social Justice/Multicultural: St. Barbara will start working with the Christian Service coordinator from each parish so she has someone to send newsletters and information to. The Vicariate voted to endorse and will sponsor activities for the "Cover the Uninsured Week" April 23-29, 2007.
- Next Meeting will be Wednesday, April 18, 2007 at All Saints in Memphis.

## **EVANGELIZATION**

Going forward in this area, the next step is for a representative from the archdiocese to provide a presentation to the Pastors (May 15<sup>th</sup>). Then pastors can request the presentation at their individual church. It is a significant commitment for the Parish. There is a series of 6 to 8 weeks of class for forming an Evangelization Committee. Once the committee is established, the plan is to develop goals for the parish and then strive to achieve them.

## **OLD BUSINESS**

- Chris Ameel provided a recommendation and supporting documentation for the overhead and screen for the Parish Hall.
- 38 parishioners attended the Men's conference.
- Fr. Tim Birney's replacement will be Jim Lopez, a first time pastor.

## **NEW BUSINESS**

- New members of the Parish Pastoral Council will be selected on May 26<sup>th</sup>, Pentecost Sunday. Pieter Winne, Jim Ruemenapp and Karen Monsur will be completing their three-year commitment this June.  
It was suggested that we have a formal plan in place for new council members. Perhaps providing an overview to individuals interested in submitting their names and then a more formal plan for those who are selected.

## **NEW BUSINESS CONT.**

- It has been proposed that the “Wheelbarrow of Cheer” be eliminated from the Parish Festival activities. Discussion was tabled until the next meeting.
- There is a Parish benefactor willing to provide a permanent sound system in the Parish Hall.

### **PASTOR’S COMMENTS**

- The Knights of Columbus will have members from fifteen councils at the 8:00 o’clock Mass on Sunday, April 15, 2007.
- Deacon Janucz’ last day at Immaculate Conception will be April 15<sup>th</sup> and he will be at the 10 am and 12 noon Masses. Deacon Janucz will be ordained on June 8, 2007.
- Fr. Nick from St. Mary’s in New Baltimore is celebrating his 25<sup>th</sup> anniversary on April 29, 2007.

**The next meeting is scheduled for Tuesday, May 8th, 2007 at 8:00 p.m.**

**Meeting was adjourned at 9:50 p.m.**

Respectfully submitted,

Liz Koerber