

**St. Peter Church  
Pastoral Council Meeting  
January 23, 2017  
Minutes of the Meeting**

**Present:**

Kathleen Bissell, President  
Eileen Barsi  
Cristina Caro  
Kevin Kannegeiser  
Theresa Kannegeiser  
Ann West

**Absent:**

Rev. Jerome P. Foley, Pastor  
Sister Hilda Sandoval, Pastoral Associate, M.F.P.  
Art Angst, Pastoral Associate  
Eric Romero  
Frances Romero  
Victoria Martinez  
Dylan Monaghan

**Call to Order**

Kathleen called the meeting to order and thanked those present for attending on this rescheduled date. The January 10, meeting was cancelled shortly after it began when a power outage occurred.

Kathleen then advised the council that Gayle Fried has decided to resign from the council. The council accepted her decision and expressed its sincere thanks for her contribution.

**Opening Prayer**

Kathleen led the council in an opening prayer.

**Approval of the Minutes – November 8, 2016**

Kathleen referred the council to the minutes from the previous meeting. An amendment to the liturgy committee report was referenced and now included in the final minutes, which were then unanimously approved.

**Committee Reports**

Finance Committee – Since Art Angst was not present, a report from the Finance Committee was deferred until the February meeting.

Liturgy Committee – Eileen updated the council on several activities, including the reported retirement of George Ritter and interim arrangements for accompaniment at choir practice, during mass and special events. It was also reported that the choir will host a special recognition pot luck in February in recognition of the many years of service of both George Ritter and Sharon Martinez. Eileen also shared several documents prepared by the liturgy committee including the minutes of the last meeting, the upcoming agenda for the January 24 meeting, a liturgical cycle and committee planning sheet. Each of these documents was welcomed by the council.

It was noted that the parish sound system continues to have problems and consideration should be given to have a thorough review of the system. Training of acolytes, readers and others continues to assure proper and effective use of the microphone. And, finally, all Eucharistic ministers have been asked to formally register with the parish in order to assure proper availability during all masses.

Religious Education – Although Sister Hilda was not present, before the January 10 meeting was adjourned due to the power outage, she was able to provide the council with an update on the Rite of Welcome celebration held for the candidates and catechumens who will be celebrating the sacraments during the coming Easter season.

### **Old Business:**

#### **Homeless Assistance**

Counting the Homeless – January 26

Kathleen provided an update on the San Mateo County effort to identify and survey homeless individuals. Several members of St. Peter Church will participate.

Faith Collaborative: Interfaith assistance to the homeless – Silicon Valley

Eileen shared her perspective on the efforts in Silicon Valley to provide a coordinated, multi-faith response to homeless needs in Santa Clara County. It was suggested that this program could help facilitate similar projects in San Mateo County and Pacifica.

Roaming Shelter Pilot – Pacifica Resource Center

Kathleen updated the council on recent discussions with the Pacifica Resource Center for St. Peter Church to provide temporary shelter during inclement weather. The PRC has not yet provided important specifics and the possibility of participating in this important effort has been deferred until February. Future updates will be provided as the pilot is developed.

#### **Green Committee**

Eileen shared a copy of an Eco Calendar for the months of March and April. It was agreed that these documents should be included in the bulletins during the months of March and April. Kathleen will work to make that happen.

The council discussed several eco-friendly ideas that should be considered.

#### **E-Waste**

The council considered the value/benefit of an e-waste event and Kathleen shared the information she received from Good Shepherd Church. The contact at Good Shepherd was shared and additional outreach will be made to determine if/when St. Peter can actively collect and dispose of e-waste.

#### **Fundraising Events – Updates**

Kathleen shared Father's desire to move one or more of the fundraising events which currently occur during the Christmas season to another time during the year. An example would be the "Baby Shower" event which could be moved to May (coordinated with Mother's Day). Kathleen will compile a list and work with the leaders of the various events.

#### **Parish Operations**

Discussions were deferred to the February council meeting.

**Food Drive**

Kathleen provided an update on contacts and tasks needed to proceed with the food drive. The Pacifica Resource Center provided guidelines for giving and agreed to a 'drop off' date of February 13. Kathleen and Gayle agreed on wording for a bulletin announcement. Theresa and Kathleen will coordinate the collection and delivery of food before the scheduled delivery date.

**Healing Mass**

Eileen confirmed that a healing mass is scheduled for March 11 at 11:30pm with light lunch to follow. A bulletin notice will be submitted.

**New Business:****Committee Charges – Roles and Responsibilities**

The council reviewed a draft liturgy committee charge document. This document was well received by attendees and will be offered for approval at the February pastoral council meeting. It was also agreed that all committees should work to develop a similar document before May. Kathleen and Eileen agreed to work to develop a charge document for the pastoral council. She also confirmed that in order to avoid confusion the "worship commission" or "worship committee" will be known as the Liturgy Committee in the future. Kathleen will advise web master Dale Smith of the correction so that he can update the parish website.

**Cyber Security of Parish Data / Back Up data service**

The council briefly discussed the need to confirm that parish data is properly protected. Further discussion on this topic will occur at the next meeting.

**Next Meeting – February 14, 2017**

**Opening Prayer – Cristina Caro**

**Closing Prayer – Theresa**

**Closing Prayer / Adjournment**

Kathleen led the council in a closing prayer and the meeting was adjourned.

Respectfully submitted,

Kathleen Bissell