

**St. Peter Church  
Pastoral Council Meeting  
June 13, 2017**

**Present:**

Rev. Jerome P. Foley, Pastor  
Sister Hilda Sandoval, M.F.P., Pastoral Associate  
Art Angst, Pastoral Associate  
Kathleen Bissell, President  
Cristina Caro  
Theresa Kannegeiser

**Also Present:**

Barbara Lubben, Finance Committee

**Absent:**

Eileen Barsi  
Kevin Kannegeiser  
Eric Romero  
Frances Romero  
Ann West

**Call to Order**

The meeting was called to order at 7 P.M.

**Opening Prayer**

Kathleen led the council in an opening prayer.

**Approval of the Minutes – May 9, 2017**

Kathleen referred the council to the minutes from the previous meeting which were previously distributed to all council members. The minutes were unanimously approved.

**Committee Reports**

Finance Committee – Art reported that the archdiocese on-site operations review recently took place over two days. Follow up communications are ongoing and it has not yet been determined when the review will be finalized and the report will be released. The council also discussed the status of the annual archdiocesan appeal and considered several ways to encourage parishioners to participate and, if possible, consider increasing their pledge amount. It was agreed that a monthly, visual reminder in the narthex should be done and a greater degree of outreach should occur in the early fall in order to help meet the December 31 deadline.

Kathleen also mentioned that the parish had received a reminder that the Policy guidelines requires that significant donations should be reported to the archdiocese not only in the annual report (end of June) but also in those instances where the archbishop should be aware. Art indicated he would advise the staff of this reminder.

Theresa suggested, in the spirit of stewardship, that the council consider developing a more formalized approach to encouraging gifts and endowments during estate planning. Fr. Jerry suggested that we contact the Development Office of the archdiocese to determine if a workshop or seminar could be done later this year.

Liturgy Committee – In Eileen’s absence, Kathleen reported that the start date for the new music director, Jim Dahlstrom, is July 1. Jim will officially join us at the 4:30 P.M. Mass on that date. He has met with the choir, cantors and others to introduce himself and is looking forward to joining us next month. All agreed we are very pleased that he will be joining us.

The Archdiocesan certificate training of acolytes and extraordinary Eucharistic ministers was held on June 11. The session was well attended by over 40 individuals. It was also noted that the choir held a bon voyage party for long-term parishioner and cantor Sue Bernardi who will be relocating to Florida with her husband Ron.

Faith Formation – Sr. Hilda brought the council up to date on recent activities. Last year’s RCIA program concluded two weeks ago and a new program will begin the first week in July. There are 3 teens who are in their second year of formation and potentially two adults who will begin the RCIA program. A notice recently placed in the bulletin invites those who are interested in joining . Information will also be posted on the website.

The children’s liturgy program will be revised by adding 3 year olds to the 4 and 5-years olds currently in the program. The confirmation program pre-registration is underway led by Bettyann Motylewski. For the children’s religious education program, grades 1 through 6, pre-registration will also being shortly. Sr. Hilda will be leading this faith formation and will be seeking additional catechists.

### **Old Business**

Fundraising – Art reported that the annual rummage sale preparations are underway and volunteers will be accepting items until June 20. Kathleen also advised that Vivian Queirolo will be working with volunteers to allow for an e-waste collection area at the event. Sr. Hilda also informed the council that the Holiday Boutique preparations are underway and described one new idea that is certain to be a hit: a children’s art section. The popular holiday baskets will also be included this year.

Staff Job Descriptions – All job duty summaries have been given to Eileen, who will incorporate the input into formal job descriptions using the archdiocese formatted documents.

Pastoral Council Representative – Kathleen reminded the council that we are always looking for new members and Fr. Jerry added that new members of the Finance Committee should also be encouraged. Kathleen mentioned that she had invited a potential council member to speak with Fr. Jerry and any current member about his interest in joining us.

Care for Caregivers – Cristina brought the council up to date on her plan to reach out to several organizations in the county and city who may help educate parishioners and/or provide resources useful to those who support family members.

### **New Business**

Archbishop Cordileone's Visit – Fr. Jerry indicated that the archbishop's visit was well done and the archbishop was pleased with the input he received from the committees and the parishioners he met. The council discussed the archbishop's input to the pastoral council and finance committee and considered several ways to implement and increase our stewardship efforts and how we invest our time, talent and treasure in support of the community.

A detailed discussion on, as an example, the efforts of the Faith in Action group demonstrates a true stewardship approach to our faith. Theresa and Kathleen will reach out to this group to see what more can be done to educate and involve the parish in these important activities.

Catholic Charities Immigration Workshop – Kathleen advised that Catholic Charities has contacted the parish to determine if we would be willing to host an immigration workshop. The council supports the concept but further discussion is required. Fr. Jerry asked Kathleen to work with Ellen Hage to determine if an event could be scheduled, in conjunction with the Pacifica Resource Center, sometime in the fall.

Coastside Threshold Choir – Kathleen referred the council to a recent article in the Pacifica Tribune where this group provides bed-side a Capella singing to the sick and dying. It was agreed that this could be a worthwhile ministry for choir members and others at St. Peter Church. Kathleen will share this information with Jim Dahlstrom when he joins us.

### **Thoughts from Fr. Jerry**

Fr. Jerry shared his thoughts on restructuring the present committees that serve the parish. He recommended, and the council agreed, that a Pastoral Council should also include members of the Liturgy and Finance Committees to assure greater communication and transparency in parish activities. Beginning in September, finance and liturgy committees will meet quarterly and the pastoral council will continue to meet on the 2<sup>nd</sup> Tuesday of the month. The hope is that additional members to the committees will reflect the diversity of our parish and assure that the Pastoral Council discussions are appropriately and accurately communicated to all parishioners.

**Next Meeting: September 12, 2017**

Opening Prayer:

Closing Prayer:

**Closing Prayer**

Kathleen led the council in a closing prayer

**Adjourn**

The council adjourned at 8:15 P.M.

Respectfully submitted,  
Kathleen Bissell