

**St. Peter Church
Pastoral Council Meeting
October 10, 2017**

Present:

Rev. Jerome P. Foley, Pastor
Sister Hilda Sandoval, M.F.P., Pastoral Associate
Art Angst, Operations Manager
Kathleen Bissell
Jim Dahlstrom, Music Ministry
Theresa Kannengeiser
Kevin Kannengeiser
Barbara Lubben
Dave Minetto
Margaret Minetto
Eric Romero
Frances Romero
Roberta Sanchez

Absent:

Eileen Barsi
Pat Carroll
Jackie Clinton
Cristina Caro
Dale Fajardo
Bettyann Motylewski
Vickie Newman
Judi Steele
Ann West

Call to Order

The meeting was called to Order by Kathleen at 7:00 p.m.

Opening Prayer

Kevin offered a prayer for those who are impacted by recent natural disasters, and asked for prayers in a special way for our friends and neighbors in Northern California who are impacted by the ongoing wild fires.

Announcement from Art Angst

Art announced that he will be retiring from his current staff position at St. Peter at the end of the year in order to have more time to spend with his family. Since 1968, Art has been an active member of the St. Peter Community. The council wished Art and Kathleen the very best and were grateful for his many years of service to the parish. We were also pleased to know that he will continue to be involved in various ministries.

Approval of Minutes – September 12, 2017

Kathleen referred to the draft minutes forwarded for review and asked if there were any amendments needed. There being none offered, the minutes of the last council meeting were approved and will be posted on the parish website.

Committee Reports

Finance Committee – Art confirmed that the Annual Report to the Archdiocese will be sent tomorrow. With respect to the Annual Appeal, St. Peter's records indicated that all but \$12,000 of the 2017 obligation has been paid or pledged. There is a discrepancy with the balance owed between the Archdiocese and St. Peter Church records and staff believes that the difference is a matter of collection amount discrepancies which will be addressed shortly. The triennial review of parish operations has been completed and awaits transmission of the final report to the Archdiocese. Kathleen asked that the final reports be provided in order that they can be placed on the parish website. Council members were reminded that the preliminary report of the operations review has been distributed to all members for their information. Kathleen also asked if a Finance Committee meeting was scheduled for October.

Liturgy Committee – In Eileen's absence, Kathleen reported on several recent activities. We enjoyed a beautiful celebration of the feast of St. Francis and welcomed a sizeable crowd of participants with dogs, one hamster and a turtle. Father Jerry offered a beautiful blessing for all in attendance and then mingled with the crowd, blessing each animal with a sprinkling of holy water. We distributed holy cards depicting St. Francis, with a blessing for the pets and their guardians printed on the back.

We are planning to beta test an online application for the scheduling of all liturgical ministers and are nearing completion of a master roster. At this time, more than 120 names have been listed in our data base, with better than 60% having participated in the Archdiocesan training programs in the last 18 months.

Plans are nearing completion for the Feast of All Soul's Day and invitations are being sent this week to those whose loved ones had funeral or memorial services at St. Peter Church. Sister Hilda also indicated that all parishioners are welcome to provide names they wish to be added to the list of those who passed away during this year in order that they may be remembered during the Mass of Remembrance on All Soul's Day, November 2.

Music Ministry – Jim updated the council on the development of the children's choir. He is currently gathering application forms and soliciting participants from grades 1 through 5. Rehearsals will begin this coming Monday, October 16, from 3:30 to 4:30 p.m. A bulletin announcement and announcements at the weekend masses was also discussed. Depending on the level of participation, Jim envisions possibly two choirs for the younger and older children and the possibility of a choir for the high school level students as well.

Faith Formation – Sister Hilda reported that the CCD enrollment this year is slightly less than 2016 (101 versus 109). It was also noted that most of the children who celebrated First Communion in 2016 did not return to the CCD program this year; so she and her team will be reviewing ways to improve that result and assure that parents understand that First Communion is "a beginning, not an end" of faith formation. This year, 29 children

will be preparing for First Communion. Preparations are underway in preparation for the Rite of Welcome for 6 RCIA participants, 3 adults and 3 teens. St. Peter Church will also sponsor 10 or 11 parishioners at the upcoming Santa Clara Faith Formation Conference on November 3-4. All RCIA catechists and those participating in the children's liturgy program are invited. Sister also reported on the Confirmation group (grades 7-9) and the positive impact that the "written agreement" has on the students. Sister was pleased to report that the Confirmation participants are regularly attending Mass.

Old Business

Fundraising – Sister offered an update on the Holiday Boutique scheduled for the second weekend in November. She is working with volunteers to set up a children's arts and crafts area and a food section and will be offering the very popular Thanksgiving and Christmas-themed gift baskets as well as Children and Advent-themed baskets. Frances offered to provide added talent to this activity.

Staff Job Descriptions – Kathleen passed around a folder for the council's review that includes a current Organization Chart of parish staff together with drafts of the job descriptions developed for each position. These documents will be finalized during the coming month and will be included in the personnel files for each staff member.

Stewardship – Time, Talent & Treasure – Theresa brought the council up to date on recent Fair Rent 4 Pacifica activities in support of Measure C which will be on the ballot in November. A training and precinct walking event was held at St. Peter Church and Father Jerry spoke at a recent public meeting designed to educate the community on this subject. Kathleen also mentioned that Fair Rent 4 Pacifica will be doing phone bank work mid-October. Theresa suggested that the St. Peter Faith in Action group hold an information forum on housing issues after the November election.

New Business

Theresa asked that the November agenda include time to discuss the findings of the final Review of Parish Operations in more detail.

Next Meeting – November 14, 2017

Opening Prayer: Eric

Closing Prayer: Theresa

Closing Prayer

Sister Hilda led the council in a closing prayer.

Adjourn

The council adjourned at 8:10 p.m.