

**St. Peter Church
Pastoral Council Meeting
March 13, 2018**

Present:

Jim Dahlstrom, Music Ministry
Kathleen Bissell
Dale Fajardo
Kevin Kannengeiser
Theresa Kannengeiser
Eric Romero
Judi Steele

Absent:

Rev. Jerome P. Foley, Pastor
Sr. Hilda Sandoval, M.F.P.
Pastoral Associate
Eileen Barsi
Jose Barba
Pat Carroll
Cristina Caro
Mary Duch

Dave Minetto
Margaret Minetto
Bettyann Motylewski
Vickie Newman
Lisa Wuerstle

Call to Order

Kathleen called the meeting to order at 7:00 p.m.

Opening Prayer

Eric led the council in an opening prayer.

Approval of Minutes – February 14, 2018

Kathleen referred to the Minutes from the last meeting and it was noted that several members did not receive them. Kathleen promised to send them to council members for review and approval.

Committee Reports

Finance Committee - The Finance Committee is scheduled to meet on April 24, 2017 when the 1Q financial statements and the Triennial Review Action Items will be reviewed.

Liturgy Committee - In Eileen's absence, Kathleen provided a summary of Liturgy Committee activities.

1. A status of the educational sessions for Acolytes, Extraordinary Ministers of Holy Communion, draft of a Guidebook was presented. As input is received and changes are implemented during the coming weeks information on the changes will be provided to parishioners via the bulletin and website.
2. Document for Collection Counting procedure is in draft format and will be finalized with the addition of the usher role in the procedure. The Gift Card procedures are complex and expected to be finalized by the April 24 Finance Committee meeting.
3. An ad hoc committee is working to improve the projection and sound systems as well as options regarding a video feed to the overflow room. The projectors have been approved and ordered and are expected to be in place before Holy Week. A bid for the sound system has been secured and a second bid is underway before a recommendation is made. Further assessment of the options for the overflow room video projection is underway.
4. Education of liturgical ministers on the use of the online schedule program will begin the week of March 19 with an opportunity for on line training or an in-person training, as needed. Judi provided additional information regarding the testing of the online scheduling process.

Music Ministry – Jim highlighted the preparation underway for the upcoming Holy Week and Easter celebrations. He also provided an update on the upcoming Magic Flute event.

Faith Formation – Kathleen reported on Sister Hilda’s Lenten activities which including the March 9 movie night, the Rite of Election and upcoming First Communion preparation.

Old Business

Stewardship – Time, Talent, Treasure

Theresa noted that the Faith In Action (FIA) group (coordinated with Ellen Hage and Theresa) are working on a parish information session on the FIA activities during Pentecost. Kathleen noted that the housing shortages in Pacifica remains a key issue and that the group who worked on the Fair Rents 4 Pacifica effort has reformed into a new group called Housing 4 All.

It was suggested that the Archdiocese be contacted to determine if there are guidelines for dealing with emergency response to I.C.E. activities in San Mateo.

Kathleen advised that the Lenten Food Drive was a big success with generous amounts of food and other useful items for the Pacifica Resource Center (PRC). She also expressed sincere thanks to those who participated in the temporary housing project with the PRC on February 20 and 21. While we had no participants this time, we have laid the groundwork for future events. Ellen Hage and Kathleen will be meeting with the PRC director, Anita Reese on March 29.

New Business

Welcome Packages for New Parishioners – Kathleen shared that Father agreed that a card or sign-up sheet in the welcome packages should be added to identify new parishioners with talents that can be shared. The committee also discussed several ideas that might help attract new disciples (volunteers) in parish ministries, including the possibility of connecting the monthly hospitality events with additional information and recruitment.

Council/Committee Evaluations – Kathleen also suggested that the council and finance and liturgy committees should complete evaluation sheets for further discussion to measure effectiveness and areas for improvement.

Digital Communication Conference – Kathleen shared a flyer from the Archdiocese inviting interested parties to a Digital Communication Conference on March 21 and will also share the information with Dale Smith as Parish Webmaster.

Parish Cookbook – Kathleen shared an invitation to consider the publication of a parish cookbook as a fun fundraiser. Those in attendance thought the idea had merit and should be considered further.

Next Meeting – April 10, 2018

Opening prayer: Kevin

Closing Prayer: Kathleen

Closing Prayer

Kathleen led the council in a closing prayer.

Adjourn

The council adjourned at 7:50 p.m.

Respectfully submitted,

Kathleen Bissell