

**St. Peter Church
Pastoral Council Meeting
Minutes of Meeting
May 8, 2018**

Present:

Rev. Jerome P. Foley
Sr. Hilda Sandoval, M.F.P.,
 Pastoral Associate
Jim Dahlstrom, Music Ministry
Eileen Barsi
Kathleen Bissell
Cristina Caro
Dale Fajardo
Eric Romero
Frances Romero
Dave Minetto
Margaret Minetto

Absent:

Pat Carroll
Kevin Kannengeiser
Theresa Kannengeiser
Bettyann Motylewski
Vickie Newman
Judi Steele
Lisa Wuerstle

Also Present:

Dale Smith

Call to Order

Kathleen called the meeting to order at 7:05 p.m.

Opening Prayer

Frances led the council in an opening prayer.

Approval of Minutes

Kathleen referred the council to the minutes from the April 10, 2018, meeting which were previously distributed to members. The minutes were approved without amendment.

Special Report on Archdiocese Digital Communication Conference – Dale Smith

Parish webmaster, Dale Smith reported on the recent Archdiocese Digital Communication Conference and made several recommendations that would enhance and improve the St. Peter Pacifica website. He reported that based on his research, St. Peter Church has a 'good' website with easy access and content. However, there are changes that could make it better. As a guide, he suggested that members review the sites of St. Hillary Church (Tiburon), and St. Brendan Church, St. Dominic Church and Star of the Sea in San Francisco. The council discussed several ideas including improvements to the mass schedule, news and announcements and the bulletin that could be

considered. Overall, all agreed that the site should be both “inspirational and informative.” Other recommendations included assessing the following: Does the site confirm the parish existence and accessibility? What is the first impression? Is the content current? Does the site allow for access 24 hours/7 days per week? Does it serve the parish mission? How are Parish Organizations represented? Is the parish Facebook page included in this discussion?

The discussion concluded with an action item that would seek to form a technical ad hoc committee to discuss short and long-term improvements to the site, an implementation strategy and report recommendations to the council. Dale Fajardo expressed an interest in joining that conversation and Kathleen agreed to put a group together during the next few weeks.

It was also agreed that a succession plan for Dale Smith be considered to assure that the site will be sustained long term.

Committee Reports

Finance Committee – Dale Fajardo reported the Finance Committee met April 24, 2018. Members received a Profit/Loss Statement and reviewed a line item report on parish assets and liabilities. The council was advised that a more thorough review of financial statements at the end of the current fiscal year ending June 30, 2018, will occur at the next schedule meeting on July 17, 2018. Eileen asked if the committee was planning to create a budget for the following year at that time, which was confirmed by Dale. Father Jerry then led a discussion on two capital expenditures that are under consideration.

Liturgy Committee – Eileen reported on the April 24, 2018, committee meeting and advised that, due to the high level of committee activities, they would be meeting in May. The Ministry Scheduling Pro application continues to progress in its implementation as identified sticking points are addressed. Extraordinary Ministers of Holy Communion and Acolytes are working well. Eileen also reported that we will begin to recruit additional ushers as the role of ushers is clarified and scheduling is implemented.

Faith Formation – Sr. Hilda provided an update on the faith formation process. The religious education program (K-6) will conclude for the summer in two weeks and new registrations will begin in June. Sr. also indicated that the children’s program will welcome five children with special needs, and a new catechist, whose grandson is in the

program, will also join the catechists this year. RCIA participants will conclude their formal program at Pentecost and a bulletin item seeking adults for next year's program will be added. Archbishop Cordileone will preside at the upcoming Confirmation Mass on June 9, 2018.

Music Ministry – Jim reported that the choir is working on music for the upcoming Confirmation Mass and will break for the summer after that time. The choir is planning a farewell celebration for Jo Cacicedo who will be retiring as Choir Director after many years of service. The children's choir will be singing at the 11 a.m. Mass on Mother's Day.

Old Business

Stewardship – Kathleen and Eileen updated the committee on recent discussions with Theresa and Faith in Action director. Several ideas to engage new parish registrants and others were considered and one or more events are in the planning stages for this summer.

Capital Expenditures – Father Jerry led a brief discussion on anticipated expenditures for a new sound system in the church and a replacement lawn mower/tractor.

PC Performance Evaluation / Planning Session - Kathleen advised that she will be sending out material during the coming weeks that will allow PC members to provide input on how the council might be improved and to reflect on the current structure and establish goals for the coming year.

New Business

PC Members: Call to Discipleship - Sr. Hilda and Eileen led a discussion on several ideas that will improve the discipleship participation of parishioners and, specifically, parents whose children are in the RE program. The discussion included small faith sharing groups, extended hospitality events, new/long term parishioner gatherings, mentoring and marriage encounter programs.

Thoughts from Father Jerry

Father Jerry shared his views on how the parish giving process could be improved. Specifically, he asked council members to take an active role in reviewing several programs from local organizations and report back with recommendations. Going forward, Father supports a balanced outreach to parishioners during the Advent and

Lenten seasons. Eileen shared the results of her outreach to Most Holy Redeemer parish regarding their welcome dinner for newcomers.

Next Meeting: September 11, 2018

The council will adjourn for the summer and reconvene in September.

Closing Prayer

Eileen led the council in a closing prayer.

Adjourn

The meeting was adjourned at 8:35 p.m.