

Pastoral Planning Team Meeting Minutes  
27 December 2016  
7:00-9:00 P.M. Meeting  
Choir Loft Conference Room

**In Attendance:**

Joe Sperino	Larry Bonetti	Paul Loughlin	Jana Loughlin
Jeff Cote	Rob Callahan	Father Bill	Karen Barrett
Ernie Chaplin	Pam Chaplin	Bill York	Chris Hodgens
Catherine Hodgens	Melissa Martin-LaVache		

**Opening Prayer**

Review and acceptance of Minutes from November meeting - accepted

Revisit the mandates of the 4 Ministries & update them at January PLN

- Pam walked us through the Ministries and Mandates
- Highlighted sections are events that we have done but not repeated
- Try to use Parish Life Night to discuss and revise goals
- Bring November minutes to January PLN to begin discussion
- Review November Minutes going into January PLN
- Then bring results to January PPT

Evaluation of Christmas weekend, suggestions for next year

- **Mass Times:**
  - Last year 10pm Mass 103 in the pews.
    - This year:
      - 4pm – 600
      - 7pm – 170
      - 10am – 146
    - Fr Bill would recommend 4 and 7pm next year
- **Comments/Concerns**
  - No sound, no screen in the Day Chapel
  - 4pm is so crowded due to all family members being home
  - AV slides not matching the music program
    - Inconsistent experience for parishioners with words
      - What is a solution?
  - It raises one of the concerns that it is the weekend experience – the rehearsal time.
    - How do we accomplish that?
  - Looking to come in and reflect as a parishioner and it is very distracting.
  - How do we organize the teams to make sure that the mics are intact, AV is all set, music is in place, etc?
    - Will be covered in more detail in Weekend Experience update.
  - Set a higher bar, how do we try a little harder to make it neat and fluid?
    - Prior to Mass is very chaotic, how do we work with this?
    - So many moving parts, how do we possibly work with greeters? ‘Welcome to Sacred Heart, please enter quietly as the children are singing’
    - Walk a fine line to be welcoming but also maintain organization.
  - **Music Program:**
    - 4pm Children’s Choir
    - 7pm Adults
    - 10am Sacred Heartbeats

### Building renovations update –Larry

- Alarm System - Getting close to completion
- Thank you Rob Russell for TVs Thursday and Friday
- AV was hardwired
- Hallway painted and wiring complete
- Element cross has been painted gold
- New reconciliation room is complete except for window
- Closet is a work in progress
- Old reconciliation room is terrazzo, restored rather than carpeted
- Permits for handicapped bathrooms
  - Outside Sacristy will be made handicap accessible
- Front doors are still undergoing plan changes
- Windows delivered tomorrow am
  - Framing for windows has been completed
- Lighting in the church has been changed again – increased the wattage and replace the bulbs with a different color
- Maintenance/Roger Brothers – no longer able to do snow removal and snowblower.
  - Keep maintenance as one job – look for someone to replace him, but we will call out for help when we have snow to invite others to come help remove it?
  - Investing in better equipment? Is an upgrade worth looking at? More versatile all-season equipment?
  - Snowplowing contractor taking care of walkways?
  - What would it cost to add to our contract?
  - Should we contract landscaping and snow removal and hire a maintenance/cleaner?
  - Research equipment?
- Building and Grounds to look into pricing for landscaping services with Dependable Property Services.
- Crèche to come down Saturday January 14<sup>th</sup>
  - Larry to send an email – looking for minor repairs to be addressed at some point as well.

### Chair Couple for Partners in Charity – Fr. Bill

- Brainstormed names last month
  - Matt & Meredith Daelhousen – were happy to accept and went to meeting
  - Going to meet with Fr Bill first week of January and share what is involved as chair couple

### Thank you/Welcome to new Ministry leaders – target Feb. 11 & 12 weekend - all

- After last month's discussion we thought introducing new and thanking previous in person was a good idea at all Masses.
  - Available each of 3 Masses? – share their hopes and dreams for their ministry?
  - Incorporate it into the Homily? Father Bill to look into it

### Discuss article from Rob R. on young Catholics- all

- Jana, Jeff and Bill need to be added to email
- Do we need to form ways for young people in our parish to get together?
  - Mentors
  - Weekly activities like faith formation and youth groups, which we have both of
- Often times another adult/spiritual director has positive effects rather than a parent
  - How do we connect faith-filled people in our pews to young people
  - If parents are not involved, children most likely will not be involved
  - Challenge for teachers, challenge for children

- Grant shared that he had an experience called CAMP –
- Education- social aspect, students not raising their hands as being Catholic
  - Afraid of being judged?
- Angles that bring people to church
  - Social
  - Community
  - Struggle
  - Challenges – death, hardship, despair
  - The Feeling
- Would you like more? What is it? How do we give it to you?
  - Talk to people – greeters participate? We want to make this a better experience for everyone, what are you looking for out of Mass today? What did you like today?
  - Personal invitation? If we personally invite them to sit down at an event – who have we never seen at an event? Invite someone who has never been.
- Faith and science co-exist. “Just because the DNA can explain creation of life, doesn’t make it any less a miracle.”
  - Wrestling with it as a parent – someday children will realize that there must be more than work, etc. there must be something else. It hits us all at different stages.
- Theme of Confirmation – as Christians we are counter-cultural. “We are going to tell you things here that they will not tell you in school. You may see the exact opposite.”
  - Our job is to plant the seed, but we are not alone in this
- Action step – finding out where people are at, how do we find out?
  - Find out from parents.
  - How many 20-25 year olds?
  - Millennials – what do they want in church?

### Ministry updates

#### Weekend Experience Ministry:

- Training completed for Greeters – 15/16 people
- Reaching out to new ministers
- Training in AV space
- Looking forward to checking into high gear in January and February
- Team young kids with older greeter? Welcome them into ministry

#### Operations Ministry:

- Earlier in December, a TV was installed in the cry room to display announcements in the room during the mass.
  - We learned how to split the projector signal from the AV closet and have extra capacity now, if needed.
  - I believe we can split another signal into the day chapel to show the projector during mass for larger masses when we use this room as overflow.
    - **Cost to offer this will be approx. \$400**
- Two TVs were installed in two of the entrances to the church.
  - These are to be used for entrance announcements (may be slightly different from before mass announcements).
  - The announcement is currently being driven by USB memory sticks. They have to be saved from a computer powerpoint and inserted into the TV.
  - I am looking into signage options – so they can be automated and controlled without having to manually load a USB stick. This will incur a cost per TV, approx. \$130 per TV.
  - **Question: Do we also want a TV on the entrance by the cry room?**
    - **Cost would be approx. \$300**

- AV computer – Mass Station
  - The HDMI connection that had been on the cantor podium has been moved to the wall near the AV station.
  - This will remove one of the more significant issues we face with AV technically (which may cause some people to be reluctant to volunteer).
  - This was tested over Christmas and worked well.
  - The wireless receiver will eventually be removed from the ambo and used as needed in the future.
- TV in parish hall
  - A 50" TV was installed in the parish hall.
  - This has a lot of potential for announcements, publicity/news sharing, etc
  - I assume this was discussed in more detail last night.
  - Further, we could setup overflow seating for masses and simulcast the mass content and video (perhaps) for larger masses.
  - The Wireless Receiver used in the church could be used on this TV.
- Video streaming
  - Troy from NE Power and Sound stopped by in November to discuss video streaming. Quotes were received and seemed reasonable.
  - In the meantime, two commercial cameras were donated by a friend of mine. I need to discuss options with Troy and if he's not willing to work with the donated cameras, we'll need to look at other options, including doing it ourselves.
  - A lot still to be done here, but will start this up again in January.
- Finance
  - Christmas collection is down, but weekly was higher
  - Budget standpoint looks good
    - 4K ahead
  - Bulletin ads
    - Pricing
    - Shoot Rob Callahan an email if you have any questions
    - Try to get people in a 2-year contract
    - Electronic option would be in Briefs
    - Like HopNews – in between each article
    - Sponsors for the website? Is that a bit too commercial?
    - Friends page where we list our advertisers on?
    - Email in local businesses – who is your dry cleaner?
    - Action item – please email Melissa a list of businesses we can approach

#### Message Shapers:

- Outlined remainder of Christmas Season
- Outlined Ordinary Time – Pointing the Way
  - Meeting next week to finalize
- We still have some gifts left over from the weekend
  - Mail them to people that have registered over the last year?
- Small Groups to be revitalized

#### Mission and Outreach Ministry:

- Mission and Outreach – Bill has begun updating objectives
  - Actions based on objectives
- How do we get input about why people come/don't come?
  - "I'd come more often except..."
  - Bill really wants this info!

- Actions – this is all the stuff we do...try it out! You can get involved too!

No new business

Thank you Joe Sperino for facilitating these meetings! We will welcome Chris Hodgins as our facilitator next month!

Closing Prayer

Next Meeting: January 23rd