



SAN MARTIN DE PORRES ROMAN CATHOLIC PARISH

Pastoral Council Minutes March 14, 2018

1) Roll Call:

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|-----|-------------------------|----------------------|---------|
| 1. | Fr. Juan Carlos Aguirre | Pastor | Present |
| 2. | Joshua Mangels | Dir. Parish Life | Present |
| 3. | Jim Harris | PC Chairman | Present |
| 4. | Tom Murphy | Growth & Development | Present |
| 5. | Myrl Johannning | Finance | Present |
| 6. | Renee Eames | Liturgy | Present |
| 7. | Aaron Eames | Liturgy | Present |
| 8. | Jose Suarez | Liturgy | Absent |
| 9. | JoAnn Stover | Advisor | Present |
| 10. | Gladys Pedraza | Stewardship | Present |
| 11. | Debbie Morales | Stewardship | Present |
| 12. | Ivan Garcia | Staff | Present |

2) Opening Prayer – Fr. Juan Carlos Aguirre

3) Approval of Minutes – Minutes from the previous meeting on 12/6/2018 were approved.

4) Action Items and Open Items from the previous meeting

Action items from future meetings will be documented for follow-up.

5) Pastor's Report – Fr. Juan Carlos Aguirre

a. Bishop's Visit

- Father stated that Bishop's visit was very positive, and although time was limited, the event was very organized. Father also stated that when Bishop visits the parish for the upcoming Confirmation Mass, we could possibly have a picnic with the candidates and families before Mass.
- Father stated that he was surprised with the comments Bishop made regarding liturgy, but believes the comments were general in nature.
- Father Juan Carlos is convinced that Bishop Weisenburger understands that the parish has outgrown the current facilities.

b. Growth and Development Updates w/ Tom Murphy

- Tom Murphy stated how the Bishop's tour around the town with local officials helped define the areas of the community. Tom also stated that two pieces of land were shown to Bishop Weisenburger for consideration for a new church building.
- Bishop was also shown various areas in the community where there is expected to be future residency growth. Tom said that the Bishop understands the future growth of Sahuarita.

- Father stated that the parish has only 10% of the \$2.5 million-dollar goal needed to acquire the land, and that he is in negotiations with the land owners and the Diocese of Tucson.
- Father stated that there are two things we can do in the meantime while we wait for additional money to come in:
 - Increase parish registration.
 - Perform a Feasibility Study – A 3rd Party Company, to be proposed to the Board of Directors.
- Father Juan Carlos stated that we need to raise 50% of the project and that we'll be required to pay off the loan with the Diocese of Tucson before we break ground.

c. Parish Registration

- Father Juan Carlos stated that we need to simplify the Parish Registration form, and also create an electronic version.
- Father Juan Carlos suggested that we have a registration drive (Census) on Palm Sunday and Easter Sunday. We need to have parish registration forms and pencils available for people to complete the forms.
- Father stated that everyone should be registered in the parish. This includes the following:
 - Students
 - Ministers
 - Parishioners
 - Everyone that comes in for services.
- Father suggested that we create a quarter page registration form that will capture the following information:
 - Name
 - Phone Number
 - Email
 - Address
 - Checkbox for Winter Resident
- Volunteers will follow up with a phone call for additional information.

d. Record Keeping

- Father suggested that we should have an attendance roster for all meetings at the parish. The roster should include:
 - Name of Event
 - Date
 - Phone Number
- We need to create a sign-up sheet and a facility form, put them together.

e. Changes in Staff

Father discussed the recent staff changes and that sometimes people are curious about the changes, but he warned the group to be very careful to avoid gossip

f. Compliance

Father stated that compliance, is handled though the diocese to a third-party system called Newton. Now all applications and background checks are transmitted electronically for all new volunteers. If people have no access to computer, they can do their application at the parish office.

6) Discernment Tables

a. Stewardship (Gladys & Debbie)

- It was proposed to conduct the Stewardship Campaign in January when the winter residents are in town. The proposed start date is January 13, 2019 and the campaign will last for 5 weeks. Father expressed concerns about the campaign overlapping with the Annual Catholic Appeal.

The Council voted in favor of changing the Stewardship Campaign to January.

- Gladys stated that there will be a follow-up letter that will be sent out in June 2018.
- Myrl commented that there were thank you notes sent to everyone who made commitments during the Stewardship Campaign.
- The Ladies Club and Hospitality are joining forces; their goal by the Fall of 2018 is to have snacks after Mass on every Sunday and on one Vigil Mass per month.
- Josh suggested that we should announce the Egg Hunt on Palm Sunday weekend at all Masses. (Egg Hunt is after the 10am Mass)

b. Faith Formation (Josh & JoAnn)

- Josh presented and said that we will move all religious education classes to Sundays after the noon Mass. This will start on August 15, 2018.
- Josh stated that we could do 1st and 2nd year First Holy Communion classes at the same. Also, the Confirmation class and Youth Group could occur at the same time.
- Renee stated that most sports programs in Sahuarita are pretty good in respecting Sundays. Josh stated that girls' softball is on Sundays but that there are pros and cons to the idea of moving classes to Sundays in the Fall 2018.
- Myrl suggested having some classes in the morning on Sundays and have kids go to mass afterwards. Josh stated that this could cause problems during mass

c. Liturgy (Renee/Aaron & Jose)

- Jim stated that we need more volunteers at the 5pm Vigil Mass and 8am Mass.
- The Walk Through of the Mass Study Program
 - The class will be open to all, but the class is mandatory for readers and EMHCs.
 - There will be training materials that will be included in the program, along with videos that will be viewed during the classes.
 - The training materials will cost each participant \$20.00.
 - Josh said that we should start promoting on Sunday, March 18, 2018.
- Father suggested having a practicum for Homebound Communion Ministers.

7) Finance Council Update (Myrl)

There will be a Finance Council Meeting on April 3, 2018 and the finance spreadsheet should be done by May 2018.

8) Pastoral Council Business (Jim)

a. New Pastoral Council Structure

- The new structure seems to be working well for the parish.
- Josh will forward information regarding structure and forms to the various groups for submitting and documenting discernment table ideas.
- Father Juan Carlos is suggesting that any changes that need to be made, should be made within in a time frame of 3 days.

b. Open Pastoral Council Secretary Position

Solicit volunteers within the parish groups – Share names at next meeting.

9) Closing Prayer – Fr. Juan Carlos Aguirre

10) Meeting Adjourned