

**San Martin de Porres Roman Catholic Church**  
**Pastoral Council Meeting Minutes**  
**Meeting Date:** December 6<sup>th</sup>, 2017

**I- Roll Call**

Jim Harris took roll. Details below:

<b>Member Name</b>	<b>Position/Ministry/Committee</b>	<b>Present/absent</b>
Father Juan Carlos Aguirre	Pastor	Present
Josh Mangels	Director of Parish Life and Ministries	Present
Jim Harris	Chairman	Present
Pat Bradley	Vice Chairperson	Excuse Absent
Tom Murphy	Growth and Development	Excuse Absent
Patty Rivero	Religious Education	Present
Paul Krienitz	Knights of Columbus	Present
JoAnn Stover	Advisor	Present
Matty Alvarez	Community Outreach	Present
Myrl Johanning	Finance Council	Present
Frances Ortega	Ladies Club	Present
Pilar Harris	Altar Society	Present
Ana Quihuis	Spanish Prayer Group	Excuse Absent
Laura Acosta	Hospitality Group	Excuse absent
Sharon Forcea	Secretary	Excuse Absent

**2-Opening Prayer-** Father Juan Carlos led group in prayer

**3- Last meeting minute's approval-** Jim asked for earlier distribution of minutes (AI) and to add minutes to parish website(AI). No changes were requested to minutes. JoAnn Stover presented motion to approve. All approved.

**4- Fiesta-** Gladys Pedraza presented financial results of 2017 Annual Fiesta. Total revenues were \$51,050 and total expenses were \$9,559 for income of \$41,499. Father mentioned Queen/King candidate fundraising was considerable less than prior year and that level of competition seem not to be there. The scholarship is \$1,000 and they raised \$1,800. Father suggested that Fiesta Queen/King candidate's competition needs to be encouraged in the future.(AI) Father praised results. Gladys suggested that the raffle gets separated from Fiesta committee to allow more focus on Raffle which is the highest fundraiser for the parish. A proposal for a Raffle Committee is going to be presented to the Stewardship discerning table.(AI)

**5-Stewardship-** (Gladys Pedraza) Pledge Sunday is December 10<sup>th</sup>. Gladys asked the Pastoral Council to be available on Saturday and Sunday to help out with answering questions that parishioners might have. Gladys explained the process that will follow to collect the pledge cards and the blessing of the pledge cards. Once a quarter a letter will be sent to the parishioners letting them know how they are doing

against their pledge. Jim mentioned that if we get enough pledging then Fiesta money could be used for other things not for parish operating expenses. Father also, said that it could eliminate the second collection.

Need to update the Wish List (AI). She informed that a parishioner donated the Fiesta entertainment which was one of the items in the list. Father asked to make sure estimates for wish list are accurate (AI).

**6-Quinto Encuentro** – Pilar Harris presented. Regional Encuentro will be on February 23-24 2018 in Phoenix. Only 40 delegates will represent the Tucson Dioceses.

**7-Mission Statements-** Jim Harris presented- Jim requested that those groups that don't have one to please complete it.(AI)

**8-Parish Calendar-** Josh Mangels presented a preliminary parish calendar. Josh indicated that new items from today on (12/6) will need to be evaluated. If they fit based on events already in calendar then it will be added. Changes can be made as long as they don't conflict with something that is already happening. Any new event will go thru the Discernment tables before they can be put in the calendar. Everyone needs to fill out a "facility use form"; and give to Cindy. A few corrections regarding Holy days of obligation were highlighted in the meeting as well as some formatting ideas. Josh will work those with Cindy. The final version of the calendar will be in the website of the parish and will have some copies for parishioners in the back of the church.

**9-Pastoral Council Structure-** Jim Harris presented the Pastoral Council Charter (refer to document attached for this meeting notice) that will replace Pastoral Council By laws.

Jim Harris, Father Juan Carlos, and Josh Mangels walked the Council through all the Articles and Sections discussing each of them. The Charter follows a three fold structure: Spiritual, Faith Formation and Stewardship. Goal is to build consensus and work with others before it gets to Father desk. In General, the Pastoral Council will have a Core Group that will meet once a quarter. The members of this Core Council group are the Chairperson, the Vice Chairperson, the Secretary, the Director of Growth and Development, the Finance Council Chair and two representatives from each Discerning Tables. There will be three Discerning Tables (Spiritual, Faith Formation and Stewardship). The discerning tables will meet once a month. An Organizational Chart is included in the Charter.

Some miscellaneous adjustments were noted by Jim Harris. Jim will correct.

Paul Karns presented motion to approve Pastoral Council Charter with noted corrections. Matti Alvarez seconded it. All approved. Father will decree it and send it to the Dioceses and then it will come back.

**Liturgy Committee Changes** - Josh indicated that Renee and Aaron Ames were appointed by Father to be the representatives of the Spiritual Discerning Table to the Pastoral Council.

Parish Maintenance Report- Al Le Page put together a report. Jim indicated that the Council should review.

**Bible Study-** Pilar Harris explained that it will be chronological order bible study of 8 to 9 sections once a week. Expect to start by end of January.

**Finance Committee-** Myrl Johanning reported that the Finance Committee is working on the Annual Report and letter. He expects to have by end of December. Father asked to include how much was made at Fiesta. (AI)

**Knights of Columbus-** Paul Krienitz reported that proceeds from the Tootsie Roll sell will be donate to Project Inspired of the Sahuarita High school. Knights will be cleaning a road clean and have a pancake breakfast in December. Father indicated that it will be nice if there was something in the kitchen every weekend. (AI)

**Community Outreach-** Matty Alvarez reported that they worked on Food Bank Campaign in FICO, and toy drive at Foster Care Unit (Quest).

**Parish Synod-** No updates presented will move to next meeting.

**Altar Society-** Pilar Harris discussed Christmas altar decorations plan and the schedule.

Father explained why we cover the windows in the back of the altar. The windows are not broken. The purpose is to have the proper lighting for the tabernacle and cross as the center of the Altar. The coverings will be in accordance with the season of the church. Also, the tabernacle will be raise and the profile of the Altar will be slightly reduced.

**Growth & Development:** Father presented Tom Murphy's update. Dioceses is talking about 3 options for new land. Negotiations with Carandolet (La Villita & Sahuarita Rd), another one is in Rancho Sahuarita and the third one Father doesn't know.

**Religious Education-** Josh talked about Las Posadas activities on December 22<sup>nd</sup>. Need a group to help with refreshment table and building the major scene. Kids will sing.

Important Dates:

Classes resume January 8<sup>th</sup>

First Communion 2018: May 5 at 2:00PM (Special Mass)

Confirmation 2018- April 27, 2018

**Closing Prayer:** Father led prayer