

## **St. Andrew Worship Commission**

**April 13, 2010**

Members Present: Sister Rebecca, Fr. Tom Slowinski, Betty Strnad, Leah Smarsch, Gary Putz, Vic Neeley, Mary Beins, Joanne Stange, Tony Wojcik, Janet Iamarino, Juanita Mallmann, Joan Faoro, Paul Bozymowski

### **Planning**

#### Donation of Divine Mercy Portrait

Cherry Iudiciani and Peggy Furnari presented suggestions for placement in the Church or Chapel of a framed picture of a Divine Mercy portrait. Father Tom said it is important to be sensitive to duplication of symbols; for example, having the Divine Mercy portrait and the Eucharist in the same space. Father said that Mass is also a celebration of Christ's paschal mystery and another symbol could be in conflict. The focus on the post-Vatican II worship space is people—not symbols he said. The Churches built earlier had a different focus for the times they were built. The Worship Commission will think about possibilities and discuss the suggestions at the next meeting.

#### Parish Assembly

The Commission discussed the logistics of facilitating and scribing during the upcoming Parish Assembly. There were several volunteers, but the high numbers of potential attendees requires several people for each position—perhaps people can work together across Commissions to cover for each others' designated days.

#### Centering Prayer Workshop

Paul Bozymowski discussed the initial Introductory Workshop held April 10 from 9:00 a.m.—1:00 p.m. Paul said 32 people attended, and he got positive responses after the workshop. Six sequential 1½ -hour Saturday sessions will follow. An announcement will be placed in the bulletin that all are welcomed for the additional sessions. These sessions will include 20-minutes of centering prayer, a DVD by Father Keating explaining the purpose and technique of centering prayer and fellowship. The focus is to strengthen their relationship with God and one another through daily prayer. Sister Rebecca said she is delighted by the workshop, and excited that it was started and promoted by a parishioner.

#### Pentecost

The decoration for Pentecost will remain the same this year as last year. The petitions will again be read in various languages with the language presented on the data screen and noted by the lector. Sixteen people have already been identified to take part in the petitions.

#### Schedule Training for Short Liturgy of the Hours

Sister Rebecca ordered the Short Liturgy of the Hours for those occasions that a priest is not available for Mass. Sister will lead the training session for Mass coordinators, prayer leaders and lectors, who would lead the service. The May training date is yet to be determined.

## **Review**

### Lenten Mission

Members of the Worship Commission thought that the Lenten Mission was excellent and heard that other thought it was the best mission to date. The speakers were excellent and worked well together. There was a combination of preaching, music, storytelling, humor and a great theme.

Sister Rebecca posed the idea that each commission bring speakers. The Worship Commission has been in charge of the mission for years. She suggested that we need to think broader of what a parish mission should entail and perhaps younger people need to become more involved. Leah pointed out that it is done every second year and that much lead time is required, so planning to schedule speakers needs to start early. A Parish Mission Review will take place on May 4.

### Lent

Sister Rebecca asked if the Worship Commission members felt we fulfilled the Easter Season. Did we experience what Lent is supposed to be? Did we experience the spirituality of the season? If we did not, did we feel it was too catechetical, was communication poor, were we too passive? Should we focus on individuality or doing things as a group, such as prayer, almsgiving, penance, or community fasting. Some improvements need to be made including lights and sound working properly.

### Divine Mercy Sunday

More than 125 people attended. One suggestion is that perhaps it close with Adoration of the Blessed Sacrament; another was that the testimonials be shorter.

### Quiet Prayer

The Worship Commission will discuss whether Quiet Prayer should be dissolved.

### Eucharistic Minister Workshop

Joanne Stange said the workshop went well. She said the groups work very well together. One issue is that there are not enough people to take the gifts to the altar at the 7:30 a.m. Mass.

### Selection for Worship Commission Chairperson

Leah has been chairperson for nearly two years. Sister Rebecca asked for volunteers for the two-year term. Responsibilities include helping with the agenda, facilitating the monthly meetings and working on projects. This will be discussed further at the next meeting.

### Upcoming Meeting for Ushers

Gary Putz said there will be a meeting for the captains on April 29 at 7:30 in the PCLL. Gary welcomes suggestions from all.

Respectfully Submitted,  
Mary Beins

Christian Service Commission  
Minutes of April 13<sup>th</sup>, 2010 Meeting

Members Present: Ron Anderson, Dianne Bubnar, Mary Coyle, Kathy Diewald, Alyson Denyer, Lynn Desilets, John Dodson, Ceil Mrock, Ceil Roccas, Joe Soncrant

Jim Keifer joined our table and asked if there were any questions pertaining to his presentation. He clarified that the table facilitator role is involved in seeing that all introduce themselves and assure that one speaks at a time and that all feel free to share and given the opportunity to speak. The facilitator assists in clarifying participant's ideas and moves the discussion along. There will be written instructions for the facilitators. It was suggested that the facilitators arrive at 8 o'clock and receive a review of the guidelines before each session. The recorder simply captures the ideas and brings them forth when it is time to prioritize. The process may generate new ideas or ways to improve what we are presently doing. John suggested that we include in the prayers of the faithful petitions for blessings for the assembly. Others recalled that we had large banners that brought the Assembly to the attention of parishioners as well as thorough coverage in the bulletin. Ron noted those in our group who offered to be facilitators or recorders. Joe will contact those who are in the various outreach programs for more enlistees.

Ron opened the meeting and asked approval of the agenda and minutes. Dianne corrected the March minutes to note that Kay Dodson, listed as in attendance, actually attends the Worship Commission.

Reports:

**Tithing** – Mary reviewed the recipients of the March Tithing. The list is at the end of the minutes.

**Parish Council** – Kathy reported that the Budget reporting is a bit out of sync due to Mark's absence but will be up to date soon. Weekly contributions are about 90% of budgeted amount. Our Diocesan assessment will increase to 7%. The boiler needs to be replaced which will cost about \$100,000. Parishioners are invited to a presentation by Steven Ray on the trips planned to observe the Centennial of St. Andrew Parish. There is a search for co-chairs for the overall observance and planning events. Dianne Shepherd will chair the history section. The breakfast for Graduates will be more inclusive of the families and consist in a glorified continental breakfast. The Parish Mentoring continues with its robust program. Dianne announced a need for a representative from St. Andrew to the Vicariate.

**Coordinator-** Joe distributed copies of the March edition of Focus, a publication of the Michigan Catholic Conference, which is entitled "Health Care as a Basic Human Right". Joe announced that Lighthouse is having a Hunger Walk on May 1st. Those interested can register online at [www.lighthouseoakland.org](http://www.lighthouseoakland.org).

Participation is requested in assessing the Triduum celebrations. One is April 22<sup>nd</sup> at 2 o'clock in the Rectory basement. John volunteered for this meeting. . The other is May 4<sup>th</sup> and Dianne offered to attend this meeting.

There is need for volunteers for the Clothing Drive this weekend.

Youth (Jr. or Sr.) can earn scholarship money by promoting a blood drive. You may contact the Youth Minister if you have any candidates. The drive is scheduled for June 21<sup>st</sup> from 2 to 8 p.m. .

**Commission Chairs -**

Ron distributed sign up sheet for desserts for Vocation Liturgy and reception.

**Easter Basket Program** – Joe considered it a great success this year. Judy, the chair, did a good job of contacting the volunteers who had signed up on Participation Weekend. There were a variety of young people who made the announcements at the Liturgies. The past recipients were all included. Dianne shared a “thank you” card received from OPC . They expressed appreciation for the plants that were distributed to the Meals on Wheels participants.

**Veterans Letter Writing** – The next date is May 2<sup>nd</sup> from 9 to 2 in the Activities Building. Alyson is in touch with the gentleman that will make a presentation to the writers on the need and worth of their letters. They are working out the time. Joe has a bucket of supplies which Alyson will use along with other materials. Kathy has contacted the art teacher at Holy Family who will encourage her students to participate, Kathy is also in touch with Paint a Miracle and their clients will also participate. Alyson will use the list of volunteers from Participation Sunday to have welcome person and guide after each Mass. Ron checks the box for letters Servicemen and passes them on. Apropos of this subject Ceil Roccas shared a notice that she clipped from a church bulletin during her recent trip to Florida. “Please pray for the safety of service men and women overseas. If your have a family member and would like them remembered in our prayers please notify.....” It was shown to Fr. Tom when he stopped by our table.

**Care and Share** – Veterans are the recipients for May. The items are taken to the Veterans Hospital in Detroit. The requested items are listed in the bulletin.

**Habitat for Humanity** – Our date for providing lunch as arranged by Dianne is June 26th. Dianne will contact Ed L. and determine if he wishes to be involved again this year. If he can’t we will work something out using the grills that are at St. Andrew. We will work out details at the May meeting.

The next meeting is May 11<sup>th</sup>, 2010.

Meeting adjourned at 9:25 p.m.

Respectfully submitted, Mary Coyle

Christian Service Commission  
March 2010 Tithing Report

Inside USA	\$17,519.00
St. Vincent dePaul	2,500.00
Neighborhood House	2,500.00
Habitat for Humanity	2,000.00
Place of Hope Warming Center	519.00
Birthright of Macomb	500.00
FAR Conservatory	500.00
F.A.I.R.( Friends Assisting In Recovery )	500.00
Fisher House	500.00
Food Bank Council – Michigan	500.00

Home Visitors of Mary	500.00
Mercy Place – St. Joseph Mercy ( Pontiac )	500.00
Metropolitan Detroit/Windsor Council	500.00
Most Holy Trinity Church / Cabrini Clinic	500.00
Nativity of Our Lord Church SvdP	500.00
Open Door Outreach ( Waterford )	500.00
Precious Children Respite Home	500.00
Presentation College	500.00
St. Luke Church Food Program	500.00
Unity Park	500.00
Walnut Hills Food Pantry	500.00
Team for Justice	500.00
St. Dennis of Molokai Parishes SVdP	500.00
Southwest Indian Mission	500.00
 Outside USA	 \$5,839.00
 CRS: Greatest Need	 1,839.00
Narosarzi – Rev. Vincent Nanseera	1,000.00
Catholic Near East Welfare Assoc.	1,000.00
Maryknoll Fathers and Brothers	1,000.00
Farm of the Child ( Honduras )	1,000.00

## Education Commission Minutes April 13, 2010

Members present were: Jim Conlen, Lisa Juriga, Gregg Christensen and Michelle Szczepanski.

The evening opened with a gathering prayer led by the Stewardship Commission. Following announcements by Fr. Tom, Jim Kieffer was introduced. Jim will be the facilitator for the Assembly sessions to be held in the fall. He outlined his vision of how the sessions would run and detailed how follow up would happen afterwards.

### Old Business:

Anticipating a visit to our table by Jim Kieffer, we began discussion with the status of our Power point presentation for the Assembly. Michelle confirmed that she had received several pictures from Janet Iamarino. She indicated that she still needs pictures from MOMS and Bible Study. She will attempt to visit the Thursday morning Bible Study to get a picture of them. Lisa offered to come up with artwork or a picture of from a MOMS group.

Michelle noted that the final edit has been done on the typed slides. She put the topic areas in alphabetical order because they shared equal rank as far as their importance.

Jim Kieffer arrived and we addressed some questions to him regarding the logistics of conducting concurrent Commission and Youth Ministry meetings. Questions were raised as to whether we should plan for both groups to kick-off and/or wrap up together or if the meetings should be entirely separate. That has not been fully explored yet but will be discussed. There was also some discussion about the content of the topics identified for the Youth Ministry meeting as well as who they are targeting to attend. It was felt by the members present that the questions were aimed too specifically at teens currently involved in STAYG and should be written such that they encouraged input from teens not currently involved in the parish. Jim expressed that Dave wishes to limit his participants to teens in an effort help them be comfortable giving honest input. It was felt by commission members that parent concerns and input were also very important. Gregg suggested that teens and parents could be broken up into separate discussion groups focusing on the same topics so that both perspectives could be shared. This will be addressed with Dave.

Commission members raised concerns about the numbers of volunteers that will be needed to ensure the smooth running of the individual table discussions. A facilitator and recording secretary will be needed at each table. Jim appreciated our concern given the small size of our commission and agreed that other commissions could be approached for help with this. After Jim moved on to the next table, it was agreed that we could approach participants and coordinators for the various ministries, not only to encourage their participation in our Assembly day, but also to ask for their help in these roles. Some suggested groups to approach were Marriage Prep., Bible Study, MOMS, Religious Ed. (Catechists) and Vocations. Anticipating tables of 10 people and a potential for 100 or so participants, we would need at least 20 volunteers.

One final decision was made about responsibilities at the Assembly. It was agreed that Gregg would lead the introductions and prayers, Lisa would give the background information about the results of the last Assembly and our activities since then to address the needs that were expressed. Michelle will present all information about our ministries and Jim will present the Focus questions.

Old Business:

Though the meeting was already running late, we did attempt to review the budget. Michelle clarified that the first column is the expenditures and income to date. The second column is what was budgeted for the 09/10 budget year. The third (blank) column is for our suggested budget for 10/11. It was left blank because we are being encouraged not to base our budget projections on previous budgets but rather on what we absolutely think needs to be spent. Parish income is anticipated to be down again next year and we need to cut costs wherever possible.

Because we did not have sufficient time to address the full budget and realizing that our deadline for completion of this task falls after the May commission meeting, we did the predictable thing and postponed the finalization of this task to next month! **Each commission member is asked to review their copy of the budget and identify areas where expenditures can be reduced or cut. Please also consider ideas for generating additional income to support the current ministries.** If you do not have a copy of the budget, please contact Michelle to have her send one to you. This will be our primary discussion for next month's meeting.

There were no reports.

The meeting was closed at 9:15.

Respectfully Submitted,

Lisa Juriga

Parish Life Commission Minutes:

Meeting Date:4/13/10

Attendance:	Kathy Shultz	Dick Koerber	Judy Cote	Kit Wojcik
	Barbara Mihalic	Marie Jakubiak	Evan Reynolds	Betsy Koerber
	Denise Bell	Pat Metz	Carol Sullivan	Betty Dobies

Not Present: Mary Grace Rick Fournier

**BEREAVED MINISTRY** – Betsy Koerber

There will be an Evening of Reflection offered by the Bereavement Ministry on June 9<sup>th</sup>. Dr. Marilyn Gilbert and Pat Metz will speak to St. Andrew families who have lost a loved one to death since April, 2009. The evening will be open to any parishioner who has lost a family member whether or not they were buried from St. Andrew. The committee has more than 30 active members and they are keeping very busy with the high numbers of funerals being held here at St. Andrew.

**ELDERLY/HOMEBOUND** – Mary Grace

I met with Pat Metz in March and reviewed the list of Homebound that are being visited .I e-mailed all my ministers to pick up Easter flowers and all of them were gone in one week. I heard some good feedback from the ministers that it was well received by the Homebound. They also liked the Holy card that came with their Easter card this year. No new partners have been brought to my attention this past month for a visitor.. I will keep in contact with the ministers throughout the spring and summer.

**WELCOMING** – Evan Reynolds

The next Newcomer Registration is April 11<sup>th</sup>.

There were six new families registered on April 11<sup>th</sup>. The committee will meet on June 13<sup>th</sup> to schedule coverage for registrations through January 2011.

**MENTORING** – **Betty Dobies** – (Ed Kainz, Sue Siwek, Nicole - Assistant Chairs)

**PRESENTATIONS**

March 11, 2010

“How Money Works”

Presented by Cynthia Kot, District Leader, Primerica Financial

This meeting was cancelled due to a lack of interest by job seekers.

March 25, 2010

“The Ins and Outs of Updating your Skills and/or Knowledge”

Presented by Lori Crose, Director of Professional Development, Center for Integrated Business, Research & Education, Oakland University's School of Business Administration. This presentation was well received and very informative regarding today's job market, trends at the county, state and federal levels.

## FUTURE PRESENTATIONS

April 6, 2010 – No Meeting – buildings closed – Easter Week

April 22, 2010

“Stressed to Serene in 7.23 Seconds”

Presented by Chris Sier, PCC, CUCG, Executive Leadership Coach

May 13, 2010

“Mock Interviews”

This project is being organized and will be facilitated by Cindy Gier, Assistant Chair of our Ministry. We will bring together our Volunteers and the job seeker to practice interviewing techniques.

May 27, 2010

“ONE-ON-ONE”

This project is being organized and will be facilitated by Nicole Palomba, Assistant Chair of our Ministry. We will bring together many of the volunteers who will talk to job seekers one-on-one regarding the job seekers' individual issues.

## OTHER ACTIVITY

March 15, 2010

Dick Dobies and I met with Robert Stromayer, Director Troy Continuing Education, and his wife Angie who are interested in starting up a group in the Troy (Oakland County) area to support the unemployed. We presented our booklet and dvd from the workshop we presented to 30 start-up churches last year.

March 15, 2010

Dick Dobies and I met with a group of Ministry Leaders supporting the unemployed in the Detroit Metro area. The meeting was held at St. Mary of the Hills in Rochester Hills. Again we discussed a common computer system and other ways in which we could share resources with one another and eliminate some of the duplication of information being passed on to job seekers. We will meet again in April.

March 30, 2010

Dick and I along with two Assistant Chairs...Cindy Gier and Barbara Erk...met with Otto Geiseman, Marketing and Product Manager, who wishes to start up a group to support the unemployed. He is a member of the United Methodist Church in Canton. We presented our booklet and dvd from the workshop we presented to 30 start-up churches last year.

We have two new Assistant Chairs....Cindy Gier and Barbara Erk.

## **PARISH COUNCIL - Kathy Shultz**

**All Commission and Parish Council meeting minutes are now available on the St. Andrew website.**

Highlights: Christian Service: Blood drive collected 92 units of blood. The Easter Basket outreach program was a success. An upcoming Care and Share collection will focus on items for the Veterans Hospital in Detroit. Education: Greg Christensen will give a report on HFRS to Parish Council in April. Greg sits on the HFRS Board and is also a member of the Education Commission. Parish Life: There are more than 50 local parishes who are offering or planning to offer Mentoring Ministry outreach based on the model provided by the St. Andrew Mentoring Ministry. Betty Dobies and her staff have helped to develop a comprehensive training and support system for the parishes to use. There are two parish events which the PLC will host, the reception for the RCIA, following the Easter Vigil Mass and the Graduation Breakfast to be held in June. Worship: Plans for Holy Week and Easter have been finalized and all seems to be going well. Vicariate: The Parish subsidy to the Pontiac Vicariate is being reviewed by Fr. Tom. He will discuss the issue with the Vicar, Fr. Stan Ulman. The Vicariate meeting had two speakers, a representative from Mercy Bellbrook discussed their Sanctuary program, a not for profit, faith based program which allows residents more options for services. Kathleen Metz, of the St. Andrew Vocations Committee gave an update on the Vocations Mass to be held at St. Andrew on May 18<sup>th</sup> at 7:30 PM with a social and informational gathering to be held after the Mass. Stewardship: there will be a cost of between 50,000.00 and 100,000.00 to replace the HFRS boiler. The commission is developing a proposal for a Holiday Market possibly to be held during Advent.

Staff: An April 22<sup>nd</sup> meeting has been set to go over details of a planned parish pilgrimage to the Holy Land. The meeting is at 7:30PM. Due to the continuing disability leave of Mark Baker, Gary Grieve has been asked to help prepare the annual budget. Gary is familiar with this work, having prepared the budget for many years. Fr. Hopes for an April timeframe for a completed budget. Our 2010 CSA target has not increased, it will remain the same as 2009. CSA weekend is April 24<sup>th</sup> -25<sup>th</sup>.

There was no Chairman's report.

## **KNIGHTS OF COLUMBUS – Rick Fournier**

There was no report.

## **DAUGHTERS OF ISABELLA – Marie Jakubiak**

Our past month was very full. The Daughters of Isabella spent the Lenten season assisting the Knights with their fish fry. We had at least 2 ladies show interest in joining us as a result of our presence.

We had our April meeting on April 8<sup>th</sup> at St. Mary of the Hills and 12 ladies were in attendance.....obviously we need to improve our numbers and we are working on additional membership ideas.

Additionally, Kathy, Kit and Dick were at the Easter Vigil reception and helped with the event. There were also 3 young confirmation class people who assisted. The night was long but the reception was well received.

We are having a Daughters Corporate Mass at 12:30 mass April 11<sup>th</sup> with an open house to follow. We are looking for more exposure and hopefully through more consistent exposure we can obtain additional members.

We are currently in the planning phase of a possible outdoor donuts and coffee for the summer to have people get to know each other after the masses. We have been told we can borrow the KofC's tent and are thinking the summer months would allow us to set up on the lawn and people are more likely to check it out. Focus would be "chat and have donuts" instead of rushing home after mass. There is also less congestions in the parking lot in the summer months.

We have begun planning for the Advent by Candlelight and have decided to merge two programs into one to make it our own. More on the theme and basic outline of the event is to come.

#### **NEW BUISNESS:**

Pam Davis has resigned from the Parish Life Commission. Pam was one of the original members of the commission when it started five years ago and her input and effort helped the commission grow into the far reaching body we have become. We thank Pam for her dedication.

Kit Wojcik requested desserts for the Vicariate Vocations Mass on May 18<sup>th</sup>.

A chairman needs to be named for the Graduation Continental Family Brunch on June 6<sup>th</sup>.

A review of the Lenten Parish Mission and the Holy Week Services will be conducted and Fr. Tom would like a commission representative present for those reviews. The Lenten review will be on April 22<sup>nd</sup> at 2:00PM and the Parish Mission review will be on May 4<sup>th</sup> at 2:00PM.

Jim Kiefer stopped by the table to discuss the Parish Assembly and it was suggested that training for the table facilitators, which is to be held one hour before the meetings, be available for review on-line before the day of the meetings or that material be provided to the facilitators beforehand; our suggestion was noted by Mr. Kiefer.

Pat Metz clarified some of the budget items which had been questioned by commission members. Pat said that to her knowledge none of the PLC programs had been cut due to budget constraints.

Pat also noted that suggestions for the celebration of the St. Andrew 100<sup>th</sup> Anniversary are being submitted and considered and that Fr. Tom has requested a member of each commission to serve on a committee for this event. Kathy Shultz has volunteered for this role.

Next meeting date, Tuesday, May 11<sup>th</sup>,2010

Submitted by:

Kathy Shultz  
Parish Life Commission

**St Andrew Stewardship Commission**  
**Minutes**  
**April 13, 2010**

The Stewardship Commission hosted the joint gathering of commissions and opened the evening with a hymn and prayer prepared by Deacon Marc.. The Encyclical Reflection was postponed until our next meeting to allow time for a presentation by Jim Kiefer from the Archdiocese of Detroit who will be the facilitator for our Parish Assembly in the fall.

Mr Kiefer had a slide show presentation that outlined how the 5 Saturday morning meetings will proceed this fall. He spoke for about 30 minutes, took questions and then met individually with each commission to take their specific questions. Mr Kiefer's outline as well as the presentations of all the commissions will be available on the parish website.

**Present:**

Sylvia Bartalucci	<a href="mailto:sbartalucc@aol.com">sbartalucc@aol.com</a>
Scott Doyle	<a href="mailto:msuisone@comcast.net">msuisone@comcast.net</a> / <a href="mailto:scott.doyle@huntington.com">scott.doyle@huntington.com</a>
Shirley Gofrank	<a href="mailto:shirleyg@gofrankmattina.com">shirleyg@gofrankmattina.com</a>
Deacon Marc	<a href="mailto:deaconmarc@standrewchurch.org">deaconmarc@standrewchurch.org</a>
Art Haman	<a href="mailto:hamana@udmercy.edu">hamana@udmercy.edu</a>
Michael Kasmicski	<a href="mailto:MichaelJk2@yahoo.com">MichaelJk2@yahoo.com</a>
Gary Kraft	<a href="mailto:gerrykraft@msn.com">gerrykraft@msn.com</a>
Tom Krueger	<a href="mailto:tdinrochester@sbcglobal.net">tdinrochester@sbcglobal.net</a>
Tom LaCross	<a href="mailto:tlacross@hrc-engr.com">tlacross@hrc-engr.com</a>
Jim Rousseau	<a href="mailto:JRRockinR@aol.com">JRRockinR@aol.com</a>
Ed Ryder	<a href="mailto:eryder@ddp-law.com">eryder@ddp-law.com</a>
Tom Sullivan	<a href="mailto:sullytm@comcast.net">sullytm@comcast.net</a>
Fr. Tom	<a href="mailto:tfs@standrewchurch.org">tfs@standrewchurch.org</a>

**Other members:**

Pat Anderson	<a href="mailto:thecityhouse@comcast.net">thecityhouse@comcast.net</a>
Mark Baker	<a href="mailto:markb@standrewchurch.org">markb@standrewchurch.org</a>
Sarah Elliott	<a href="mailto:lasada@juno.com">lasada@juno.com</a> / <a href="mailto:ste1@chrysler.com">ste1@chrysler.com</a>

**1. Minutes of the Meeting of March 9, 2010**

- a. Minutes were approved as written and distributed

**2. Reflection -Postponed until next month.**

**3. Business Report-**

The offertory is still at 92.88% of budget but overall income is at 99.92% of projected budget thanks mainly to the Christmas collection being more generous than forecast. However, if the offertory remains at 92%, we will be under budget by the end of our fiscal year, June 30. All of the commissions are below budgeted expense items.

**4. Property, Plant and Equipment**

Tom LaCross met with EAM Engineers to discuss the HVAC system . Three parts of the school have no cooling system and the boiler is over 50 years old. The building does not meet current codes. There was an asbestos study done and it was clean. ADA issues may come into play if remodeling is started. Some preliminary work was done 2 years ago by the architectural firm that worked on the proposed building project. Tom indicated that there are various incentives from the utility companies for upgrades. The estimated cost of this project would be \$150,000 to \$200,000. A proposal was presented from EAM Engineers, Inc for a fee of \$7000 to do a study of existing conditions and make recommendations. The commission recommended to approve this proposal but to see if the AB could be included for the same price and also to see if work done by the architectural firm could be used to reduce the current proposed fee.

Mark Baker provided us with a list of other maintenance items for consideration including various items of furniture, carpeting and equipment replacement.

**5. Stewardship Page in the Bulletin-**

Art asked us all to provide articles or any other material that would be appropriate for our page since it has been missing from the bulletin for the last several months. Mark is only working part time and needs our help.

**6. Parish 100<sup>th</sup> Anniversary-**

The commission recommends that a committee be formed to receive suggestions from parishioners for this event in 2012.

**7. Communication Report-**

Tom Sullivan reported that Mike Marshall is continuing to work on the website. The online altar server page is close to being active. The weekly email distribution list is up to 800. To put

your name on the distribution list, please go to the parish website and sign up. The sign up is on the home page.

#### 8. **Holiday Mart Report-**

After our presentation by Nancy Belanger , Sarah and Pat worked together to present a suggestion that a single event for all vendors be held in Advent or perhaps 2 events, one in Advent and one in Lent. We do not want to set a precedent by allowing different groups to appear every weekend. There are guidelines in the parish manual for outside groups. It was recommended by the commission to have 1-2 event weekends per year with themes of Advent and Lent to be held in the AB. A sub-committee of this commission will be formed to work on these events. We will contact interested groups who have visited us in the past to let them know the new format and schedule.

#### 9. **Other Business-**

Father Tom said that CSA weekend will be April 24-25 and he will speak at all Masses. Gary Greve has agreed to help Mark and Father Tom with next year's budget. The budget will be assembled and presented to council. We cannot present a negative budget to the archdiocese so there will have to be cuts. Tuesday April 20 at 7:00 p.m.. at St Clemens Church in Romeo, there will be a meeting to discuss the overall financial condition of the archdiocese. Fr. Tom said anyone who is interested is welcome to attend. A diocesan fundraiser is being proposed. Of 280 parishes, 40 are already clustered. HFRS is one of the most solid schools but enrollment is still down for the first time.

#### 10. **.Jim Kiefer-**

Mr Kiefer came to our table to discuss the assembly. There will be facilitator training at 8:00 a.m. the day of each assembly. Art volunteered to be our presenter. More pictures and images were suggested for our presentation. Each table will need a moderator and someone to take notes. Sylvia questioned whether any of us have the ability to moderate the topics that we are proposing and that we need to work as a group to get ready. The commissions will need help from other commission members to staff the tables.

## **Council Report**

There was no council report this evening. The council minutes are on the website.

With no further business to discuss, the meeting was adjourned at 9:40 p.m.

The next Stewardship Commission meeting is Tuesday May 11 at 7:30 p.m.

Respectfully submitted,

Shirley Gofrank  
Stewardship Commission Member

**ST. ANDREW PARISH PASTORAL COUNCIL**  
**Minutes of Meeting**  
**March 30, 2010**

Present: Father Tom Slowinski, Dianne Bubnar, Gregg Christensen, Kathy Diewald, Deacon Marc Gemellaro, Janet Iamarino, Michael Kasmicski, Betsy Koerber, Gerry Kraft, Juanita Mallmann, Brian Sangeorzan, Kathy Shultz, Kit Wojcik  
Absent: Rick Fournier  
Guest: Art Haman

**I. Opening Prayer:**

The opening prayer was offered by Kit Wojcik

**II. Reflection:**

A general discussion was had regarding Pope Benedict XVI's Encyclical, *Caritas in Veritate*, Chapter V, The Cooperation of the Human Family.

**III. Approval of the Minutes:**

The minutes of the February meeting were approved as submitted.

**IV. Report Highlights**

**Christian Service Commission**

**Dianne Bubnar, Kathy Diewald**

- Forgotten Harvest has invited us to visit their facilities to learn more about their program. The date has not yet been established.
- The Blood Drive was successful – 92 units were collected. In the future appointments will be scheduled. Tables for letter writing to the troops were set up – 30 letters were generated.
- Care and Share for May will be for the Veteran's Hospital in Detroit – puzzles, personal care items and pajama bottoms are requested. It was suggested we have a box in the Narthex for letters to the veterans.
- Tithing Report for February indicates contributions of \$10,765.00.
- The Easter Basket Program had a good response. Baskets were prepared and flowers were delivered to Medilodge. Flowers were also distributed to recipients of Meals on Wheels.

**Education Commission**

**Brian Sangeorzan, Gregg Christensen**

• Vocation Mass is scheduled for May 18<sup>th</sup>. Vocation Fair will follow in the Activities Building. Invitations to the event will be mailed to area Catholic schools and Vicariate parishes. Parish Life will supply refreshments.

**Parish Life Commission**

**Betsy Koerber/Kathy Shultz**

• Bereavement Ministry had an inspirational presentation to 30 members by Dr. Marilyn Gilbert.  
• Fifty local parishes are offering or planning to offer Mentoring Ministry outreach based on the St. Andrew model.

- Parish Life will host the reception for RCIA following the Easter Vigil Mass and the Graduation Continental Breakfast in June.

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### **Stewardship Commission**

**Mike Kasmieski, Gerry Kraft**

- Sunday collections are still down; however the parish is currently at 98.6% of budget thanks to the Christmas collection. We still need to watch the budget.
- The boiler replacement for Holy Family Regional School will cost between \$50,000 - \$100,000.

### **Vicariate**

**Dianne Bubnar, Kit Wojcik**

- The proposed parish subsidy for the Vicariate was distributed. The representatives were asked if their parish will be willing to support the Vicariate at the same level as previously.
- Archdiocese Pastoral Council representative will be Steve Lawless from St. Joseph Parish in Lake Orion.
- Presentations were made by Kathy Metz regarding the Vocation Mass and Fair and a representative from Mercy Bellbrook discussed their Sanctuary program.
- Dianne's term as Vicariate representative is ending. Kit will remain representing St. Andrew. Dianne will ask for volunteers for this position at the next commission meeting. We need to advise the Vicariate.

### **Worship Commission**

**Janet Imarino, Juanita Mallmann**

- Centering Prayer – Paul Bozymowski has joined the Worship Commission. There will be an introductory workshop for Centering Prayer on April 10<sup>th</sup>, followed by six one and one-half hour Saturday sessions.
- Discussion was held regarding praying the Liturgy of the Hours for those occasions that a priest is not available for Mass.
- A decision has not been made whether to eliminate Friday morning Mass. First Friday Mass will remain on the current schedule.

### **Staff**

**Father Tom**

An evaluation of the Mission is planned with the staff.

April 24, 25 is the CSA kick-off. The target has been frozen for three years – approximately \$400,000 for St. Andrew Parish.

Our parish Diocese assessment has increased from 6% to 7%.

Vicariate subsidy – Father Tom said due to the economy we have had to cut; it is only fair that the Vicariate share in this. Our collections are down 10% - other parishes in the Vicariate are down as much as 25%. We continue to tithe our collection.

Discussion was held regarding the CSA assessment due to the state of the economy. Father Tom said the commitment for Vision 2000 is not going to change. Also, we pay \$250 per student to HFRS. All of the CSA programs are good programs; however, Father Tom is concerned for St. Andrew Parish – we have made deep cuts.

We have not given staff a raise in two years; we are not giving a raise this year. We have cut the parish picnic, the Christmas party; the appreciation dinner. We have made a great many sacrifices. Father Tom will discuss the Vicariate subsidy issue with Father Stan. We have to look at our budget for the coming year.

Mark Baker is coming in to the office only one day per week. Gary Greve has agreed to assist us with the budget. It will be difficult because of Mark's health.

On Thursday, April 22<sup>nd</sup>, at 7:30 p.m., there will be a meeting in the Chapel with renowned Holy Land Travel Guides, Steven and Janet Ray to discuss the proposed Pilgrimage to the Holy Land in connection

with the 100<sup>th</sup> Anniversary Celebration. Father Tom encourages people to come and learn about the opportunity. He stated that a pilgrimage is inspirational; there is something special about going to some of the sacred sites. Ideally the group would be a maximum of 50 people – it will build a sense of community for those who participate.

Janet Iamarino asked if the piano in the Chapel could be repaired.

Gregg Christensen, the Parish Representative to the Holy Family School Board, offered to make a presentation to the Parish Council regarding the school. This will be scheduled for the April meeting.

## **V. Focus Items**

### **A. Parish Assembly**

Rick Fournier's report indicated that Jim Kiefer, our facilitator for the Assembly will be at the April Commission meeting and will talk to each commission. He will outline the facilitation process he plans to use and what help he might need from the commission. Rick has all the final copies of the Word document except for Education which Michelle is working on. He has the final Powerpoint from Stewardship and Christian Service but still needs the others which are adding pictures and graphics to the basic set that was approved.

### **B. Parish Manual**

Rick's report indicated that the only changes he has for the manual are leadership names and telephone numbers. He needs verification from the Worship Commission on the names of the chairman and vice chair.

### **C. Parish Budget**

We are a little behind due to Mark's illness. We hope to have the budget for the April 27<sup>th</sup> meeting. The budget is due May 15<sup>th</sup>.

The diocese sent a survey of parish liabilities. They want it returned by April 2<sup>nd</sup>. This is a prelude to another diocese-wide fund drive.

## **VI. Action Items:**

### **A. St. Andrew Parish 100<sup>th</sup> Anniversary Celebration**

The first Mass was celebrated in 1912 as a Mission. The parish received status in 1914.

The Parish Life Commission suggested an outdoor Mass to celebrate the centennial followed by a parish picnic.

It was determined that a committee should be formed to plan the 100<sup>th</sup> Anniversary celebration. We need to have someone to coordinate all the events. It needs to be someone who knows the parish and has their heart in the event.

### **B. Parish Mission**

The Mission was basically successful; the turnout was very positive. It is gratifying to see the number of people who attended.

Respectfully submitted:

Betsy Koerber