

COMMUNITY OF EPIPHANY
Parish Pastoral Council Meeting Minutes
August 27, 2009

Members Present: Fr. Jeff Nicolas, Sr. Mary Govern, Chuck Sgro, Amy Shoemaker, Carol Harris, Sharon Bidwell, Michael Cuyjet, Kate Rueve, Rosemary Smith, Laurie Atwell, Dee Dee Baur, Shari Baxter, Katie Belt, Hub Daugherty, Jan Dostal, Jo Anne Feldman, Edd Johannemann, Reece Johns, Anne Ramsey, Lisa Scherer

PPC Alternates: Connie Fowler, William DeSanctis

Guests: Mark Atwell, Gary Marvin, Suzanne Mosley

ROUTINE COUNCIL ACTIVITIES

Welcome Guests: Chuck Sgro welcomed the guests in attendance.

Approval of Minutes: The July 23, 2009 minutes were reviewed, corrected, and approved with consensus.

Letters of Appreciation: Letters of Appreciation were requested for:

- 1) Ken and Janet Elmer who were the coaches for this year's softball team.
- 2) Cathy Shoemaker and Karen Bryant for putting together the Funeral Planning Workshop held August 22nd.
- 3) Harriet Mays for making the napkins

Lisa Scherer will write all the Letters of Appreciation.

COMMUNITY FORUM: Parishioners offer comments and suggestions. **PPC members listen, but do not comment.**

There were no speakers at this meeting.

Parish Nurse Job Search Committee Update - Amy Shoemaker, Chair

The Search Committee consists of Fr. Jeff, Sr. Mary, Jo Anne Feldman, Jim Cabral, Rosemary Speaker, and Karen Vogel in addition to Amy Shoemaker. Multiple resumes have already been accepted. The Committee will continue to accept resumes through September 4, 2009. Interviews will begin on September 8, 2009. The Committee hopes to have a Parish Nurse installed by mid-October.

Stewardship Committee Update on Direct Telephone Contact with 234 Seemingly Inactive Families - Lisa Scherer

At the previous meeting, steps taken to update the parish roster were reported to PPC and read again at this meeting for anyone who missed them. Volunteers called the 234 households identified as "seemingly inactive", and who did not respond to previous communications. Fifty-eight families indicated their desire to remain parishioners of Epiphany, sixty-four wish to be removed, one family is divided on staying versus going to another parish due to schools. There are still 111 families the Committee has been

unable to contact and postcards are being mailed to them. Twenty-seven current Time and Talent packets were mailed to those who requested them. The changes have been given to Bobbe Moutray to update the parish records.

This has been a great process which not only updated the parish roster, but identified special circumstances among families that we have not seen. These have all been addressed by the staff person appropriate for the situation. Fr. Jeff commends the team of volunteers. Without this, the good pastoral situations that arose would never have been known. This is a good foundation upon which to build a phone team for the Census and Capital Campaign.

Parish Census - Committee Formation and Update - Carol Harris and Jo Anne Feldman

There are seven individuals working on this Committee. They are Sr. Mary, Carol Harris, Jo Anne Feldman, Suzanne Mosley, Gary Marvin, Sharon Bidwell and Mike Sosatrach.

The Committee did a lot of work through e-mail and met one time. Gary Marvin put together and presented a Power-point presentation of Census 2010 for Parish Council. In searching for a name for the Census, it is suggested it be titled "We are Epiphany." In reviewing scripture, Paul talks about us being the Body of Christ and each of us is a member.

A copy of the power point will be attached.

Fr. Jeff submitted questions to be considered, such as the structure, who will be the quarterback, identify the Committee under which the Parish Census will reside, as well as other matters to be identified and addressed. With the upcoming Capital Campaign, we need to see how the Census cycle will "dance" with the Campaign.

Capital Campaign: Recap, Time Line, Overall Scope - Fr. Jeff

As previously reported, Epiphany is in the Fourth Wave of the Archdiocese Capital Campaign. The parish benchmark is \$1,767,000, half of which goes to a project for the parish. There are four strategic objectives:

Inform so each parishioner will understand the importance of the program as it relates to the Diocese and Epiphany.

Involvement of parishioners on a high level is vital to the success of a Capital Stewardship Program. Parishioners must be willing to be stewards of time and skill, as well as resources.

Prayer is the cornerstone of a Capital Stewardship Program. Each parishioner will be asked to pray.. "Lord, what do you want to do through me to fulfill your will for our parish?"

Stewardship Education: All things belong to God. We are simply managers of God's gifts and resources. God has given each of us something unique to give and it is our challenge to discover what God has given us to give. The main goal is to teach the principles of Stewardship.

Parish Campaign Timeline consists of four main phases:

Preparation phase will begin with the Feast of Epiphany on January 3rd, 2010, and extend to Easter Sunday on April 4th, 2010. This phase will lay the foundation, develop the case, design the program, enlist and train the leadership team.

Awareness phase will take place from April 4th, through April 25. This phase will inform parishioners of needs and present a plan to fulfill them.

Inspiration phase extends from Derby weekend through May 21. This phase will teach Stewardship and Sacrifice.

Response phase will extend from Pentecost Sunday to June 6th, Epiphany's Birthday. During this phase we will receive commitments from the parishioners and announce the Campaign results. At the end of this phase, there will be a celebration weekend, which coincides with Epiphany's Birthday celebration.

During the Parish Conversations three main goals were defined:

- 1) Expand the Worship Center.
- 2) Rework the Gathering Space and connect it to the Worship Center, improve handicapped parking.
- 3) Build a Ministry Center to provide space for meetings, continuing education programs, space for the Youth, and storage space.

Parish Council must decide if the parish will reach for one, two or all three of these goals. Much work and research is needed to allow for an informed decision. There must be design concepts and cost estimates. We must further determine if the parish is going to reach for the Parish Benchmark, or attempt a stretch goal, which goes beyond the benchmark. Should Epiphany decide on a stretch goal, there will be negotiations of how much of the funds collected above the benchmark will remain with the parish. Between now and the next PPC meeting we will need to start identifying the potential leadership team, build a case, and prepare the case. It is the desire of PPC to incorporate energy-efficient opportunities in the decision. At the September meeting Fr. Jeff would like to come to consensus on what the parish is going to reach for.

Pastoral Associate's Comments; Working Retreat - Sr. Mary

The Executive Committee has chosen the 29th and 30th of January for the working Retreat. That is a Friday night and Saturday. The retreat will be held in the Lighthouse to avoid travel and weather concerns.

The September Parish Council Retreat will be held the 11th through 13th at Knobs Haven on the Loretto Motherhouse property. The retreat opens at 7:00 p.m. Friday evening and ends after lunch on Sunday. Maureen Kelly, past Chair of Worship Committee, will facilitate the retreat. You should bring your Bible, comfortable clothing, and a journal to write in. Jo Anne Gates, the director of Knobs Haven, encourages everyone to leave their bottled commercial water at home and use the water filters on the kitchen sink to reduce the use of plastic whenever possible. It is suggested that

anyone who wishes to car pool, meet in the Epiphany parking lot around 5:45 p.m. Anyone who wishes to go early should e-mail Sr. Mary.

COMMITTEE UPDATES:

Administration: Minutes were not available for the meeting packet but will be sent via e-mail

Community Care: The new Coordinator for Care of the Sick is Martha Uveges

Formation: Nothing additional

Parish Life: Nothing additional.

Social Responsibility: Nothing additional.

Stewardship: Stewardship minutes were passed out. The Time and Talent brochure was also distributed for review.

Worship: Nothing additional

Youth: Nothing additional

CLOSING PRAYER

The meeting closed with a prayer.

Respectfully submitted,
Cathy New, recording secretary