

**COMMUNITY OF EPIPHANY**  
Parish Pastoral Council Meeting Minutes  
December 1, 2011

**Members Present:** Fr. Randy Hubbard, Sr. Mary Gowern, Deacon Lucio Caruso, Chuck Sgro, Dee Dee Baur, Connie Fowler, David Holliger, Maureen Kelly, Greg Tichenor, David Zamiska, Laurie Atwell, Dick Bowles, Joan Coleman, Hannah Grau, Carol Harris, Kathy Marshall, J. P. Roth, Mike Sostarich, Karen Vogel

**Alternates:**

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

**ROUTINE COUNCIL ACTIVITIES:**

**Approval of Minutes:** The October 27, 2011 minutes were approved with consensus as submitted.

**Letters of Appreciation**

Marge McGrath, Jane Burke, and Selenas Restaurant for their help in putting together the Fr. James Flynn Award Dinner. Greg Tichenor will write the letters to Marge McGrath and Jane Burke; Kate Grindon will write the letter to Selenas.

**Witness of Presence Feedback - Dee Dee Baur**

One member attended the Stewardship Wine & Cheese reception after the 5:30 Mass and had the opportunity to thank the individuals, on behalf of Parish Council, for sponsoring and hosting the event. Another event attended was the All Souls Mass and the reception put on by Community Care Committee for family members who have lost someone. The PPC member was able to visit with various members of the committee to affirm their good work and thank them on behalf of Parish Council. He also stayed around and helped clean up to experience what it takes to put on such an event.

The Jim Flynn Awards Dinner was a special evening for Sharon Bidwell. She also gave an excellent speech. All who attended were very impressed with the event.

Sr. Mary advised we are attempting to make the Feast of Epiphany an intergenerational family event for the Saturday night reception, Sunday morning Breakfast, and Sunday Cappuccino Bar. Knowing that many of the PPC members have families that are involved at Epiphany, we would like this to be promoted. We have the tradition of wearing red for this feast day. We only had ten families last year who continued the tradition of donating food for this event, so Kathy Marshall has put together a poster for the gathering area to encourage donations of food for the Feast of Epiphany events. The generosity of this Community is wonderful and greatly appreciated.

Sign-up for upcoming events during the next month:

- Regional Youth Mass - 12/04/2011 - Mass 5:00-6:00 p.m. Dinner/Activities 6:00-8:00 p.m.
- Advent Oasis Prayer - 12/09/2011 - All Day - Dee Dee Baur
- Birthday in Bethlehem - 12/18/11 - 10:20 a.m. - Joan Coleman
- Feast of Epiphany - 12/07/12 - 7:00 p.m. - Joan Coleman, Connie Fowler

- Feast of Epiphany - 01/08/12 - 9:00 a.m. to 11:00 a.m. - Chuck Sgro, Karen Vogel
- Feast of Epiphany - 01/08/12 - 12:00 p.m. to 2:00 p.m. - Kathy Marshall
- Re-Focus for Married Couples - 01/08, 01/15, 01/23, 01/29, 02/05/12
- Why Catholic Facilitator Training - 01/15/22 immediately following 11:30 Mass - David Hollinger
- Newcomers Brunch - 01/29/12 - 10:30 a.m. - Chuck Sgro, Joan Coleman, Dee Dee Baur, Mike Sostarich, Connie Fowler, Karen Vogel

Fr. Randy will have a “sending forth” blessing at the end of the PPC meeting right before the closing prayer.

### **Selection versus Election Process for the 2012 PPC Elections - Maureen Kelly**

The selection process has a way of encouraging people to reflect on their own gifts and the needs of the Community and consider being on Parish Council. The selection process takes away the whole popularity contest, as it eliminates voting for someone just because you recognize the name. With the selection process Parish Pastoral Council may get people who have been hesitant to come forward but have a lot of talent to offer.

Fr. Randy has been Pastor, or Associate Pastor, at several parishes that have used the selection process and he is in favor of this process. The Executive Council has discussed this and believes it is certainly worthy of being tried, for at least a couple of years to see how it works. There is a lot of talent within the Community. Perhaps if a parishioner were approached by the Pastor or the Pastoral Associate, they may agree to have their name put forth. They will then attend a meeting to learn what being on Council entails and decide if they want to participate in the selection process. Then there is an event where the names of the candidates are put into a basket. There is a prayer to ask our Lord and God to help us to have the names that are pulled out of the basket to be the people that we need at that time in our Community. That is a powerful event.

It is suggested that we suspend the election process for one to two years. We will need to educate the Community on the issues being addressed by Parish Council and how to nominate for what is needed. A vote must be held by January if we are going implement this as a pilot project in order to determine the best method for Epiphany. It is important for the Community to know the pastor does not make the selection. The selection is that, instead of voting, there is a discernment of people willing to serve, and our willingness to trust that it's a valid group of people, and give over our options for our preference.

Since we are currently spending time in reviewing and revising Policies and Procedures, it is recommended that we draft a policy for this process, putting down the form for everyone to review. A decision on the Selection Process will be deferred until the January meeting.

### **Epiphany's Vision and Mission Statement and its Implications on Staff - Fr. Randy Hubbard**

This is simply a matter of looking at our staffing in light of our Vision and Mission Statement and asking “does this further what we are about as a parish community.” If not, how do we tweak jobs, do we need to add a position, tweak the job duties? Is our staffing adequate and is it doing what we are hoping for in directing the Community, or do we need the position to focus more on one aspect of their duties than another, or change some of the duties. Do we need to redirect energy and efforts? This will give focus to the 120 committees to discern if staffing is

adequate to support these, or if they need to be pared down somewhat. The PPC will be looking at positions and duties, not the staff.

An Ad Hoc Committee will be appointed to review all the job descriptions.

### **Soliciting Feedback from Members of the Community of Epiphany - Chuck Sgro**

We want to make ourselves available for input and feedback from the Community and are considering suggestions for ways to do that. One suggestion was to formulate questions that parishioners may possibly consider and ask for feedback on a specific issue. This would be more specific to a topic on which we would like to receive feedback rather than just asking "how are you doing?"

Should there be more intentionality on part of the leadership to be available in the Gathering Area to listen? It would be nice to say to the Community that PPC members will be available at specific dates or time to make the Community aware we are here to represent them, to get feedback on their concerns, questions, praises, etc. This will require us to find out what the Community is interested in, provide information if we have it, listen to their story. Everyone should feel safe to voice their opinions, their hopes and wants, and what they do and do not like about Epiphany. The point is to learn the pulse of the Community.

It is important to show the Community that PPC is going beyond to reach a broader group. Is it something we need to be aware of, address, find a way to bring information, and give people a voice? We need to share with the Community the issues that PPC is currently discussing. This gets information out, and in turn, generates what the people are thinking about. We need to enforce that the PPC members are really here to represent you, and the best way to do this is for you to let PPC know what your concerns are, what you are interested in, etc. There is no insignificant opinion. Everyone should be able to voice their hopes, wants, concerns, etc. PPC needs to just chat with parishioners and feel them out. This is another aspect of the whole Ministry of Presence. It is important for leadership of the parish to attend bereavement services and give condolence as representatives of the Community, to be the model, and let the Community know this is how we are.

The Executive Committee will submit a proposal in January on how we will move forward with this.

### **Status Building the Future of Hope Campaign and Plans Going Forward - Fr. Randy Hubbard**

If we complete the Building the Future of Hope and everyone honors their pledges, we will only generate about \$750,000 for Epiphany. We know that this is insufficient for the project we need. Fr. Randy and Martha Stuber had a meeting with Archdiocesan officials to discuss the possibility of having an additional campaign where we will precisely reach out to the members who did not pledge or give a gift to Building the Future of Hope and ask if they, too, would like to make a gift to Epiphany to support the building project. The Archdiocesan concern is people shifting money from the Building the Future of Hope to the Epiphany-only project. We are not going to approach members who have made a pledge to BFOH Campaign. We will continue to encourage those who made a pledge to honor that pledge.

We only need to collect half of the cost of the project to proceed with breaking ground. At the same time, we need to start putting out the bidding to solicit architectural design. Lee Greenmyer has offered to do a virtual tour of the space for the parish to look at. He felt that

would really generate interest in the project. We will also be firming up the building committee who will work with the architect and lead the community in making the necessary contacts.

At the September meeting on the update for Building the Future of Hope Campaign, it was made pretty clear through that whole group that this is something the Community has tried to do a couple of times and has not succeeded. We need this time to move forward. It is also important that this money is designated for the connector and renovations and cannot be redirected to something else.

An issue of discussion by Executive Council was the whole sense of what we are talking about with Stewardship. This has to go hand-in-hand, as we need to provide assurance to the Community that our Stewardship will be able to maintain programming and staffing at the level we currently have. There will be no layoffs or staff reduction. The other issue, we don't want half million dollars sitting idle in a fund that we cannot do anything with that people have given with the intent of making improvements and joining our two buildings to enhance what we offer as a Community.

Fr. Randy is currently working on a letter to the Archbishop asking permission to have an additional campaign to generate the additional funds we will need. We are not going to approach the members who have made a pledge to BFOH. We will be reaching out to those members who have not made a pledge to see if they wish to support the building project. There are members who have indicated whenever we get this project under way, if we need additional funds to let them know as they would like to make a gift. We would like to be intentional about going to that group of people and give them an opportunity to support our ability to complete this project.

### **Committee's Progress on Policies and Procedures**

Until we get all the Policies and Procedures finished and back from the Committees, it is going to be difficult to put the books together and return them to the PPC members.

### **Pastoral Associate 2012 PPC Retreat - Sr. Mary**

1. For those remaining on Council for the 2012-2013 sessions, we have booked Nazareth for our late summer retreat the weekend of August 17-19, 2012. Please put that into your calendars.
2. Our January working retreat with the staff is scheduled for Friday evening, January 20, 2012 from 7:00 to 9:00 p.m., and all day Saturday, January 21, 2012 from 9:00 a.m. to 4:30 p.m. The retreat will be held at the Lighthouse. All who are able are asked to attend the 5:30 p.m. Liturgy to close the retreat. If we have an ice/snow storm, the retreat will be the following weekend, January 28th and January 29th.

### **Pastoral Associate Staff Report - Sr. Mary**

Linda Thieneman wishes to remind all of us that we will have an Oasis Day, or busy person's retreat, on Friday, December 9th. There was an insert in last Sunday's bulletin. The day begins at 6:50 a.m. with Taize prayer followed by Liturgy will be at 8:30 a.m. There will be an afternoon program on peacemaking. Evening prayer concludes the day at 7:00 p.m. The indoor labyrinth will be available throughout the day.

Also, there are a number of resources available to further explore the Roman Missal III. These materials can be found in the chapel.

### **Youth Members Comments - Hannah Grau**

The youth are interested in helping with the Building a Future of Hope Campaign. They are available to help in any way.

This past month most of the Youth Council went to the National Catholic Youth Conference. That was amazing. They all enjoyed it and learned so much. It was a major success. They hope to have a larger group attending in 2012. Hannah plans to attend the National Catholic College Conference that year.

With the Roman Missal activated, there are still a lot of questions and process issues with the youth, so they will be going over it more in upcoming youth groups to be more familiar with it.

### **Deacon's Comments - Deacon Lucio Caruso**

There are obviously continually growing needs in our Community. The percentage of people accessing help and services continues to grow, which is the reality we are all facing and trying to determine how to respond to these needs. By the same token, Deacon Lucio sees grace every day in the incredible generosity of people and parishioners, particularly to our Sister Visitor Center and our Outreach. It is neat to see the generosity of God's people. It gives hope to see that it is possible to respond when we put all our gifts together. Deacon Lucio will continue to share these experiences. It is good to look at all of these things within our own Community and how it keeps us mindful of our mission out in the wider church, how we can link and do that together while, at the same time, affirm that there are a lot of those wonderful links going on as well. There are a couple of people from Epiphany involved with Deacon Lucio in the wider Metro Louisville effort looking at how we can reach people, particularly as we have this growing newer need of people falling through cracks, and middle class people struggling. It's a great blessing to see the generosity of the people at Epiphany, not just gifts of money, but also people with just tremendous skills working together with Deacon Lucio and other leadership people within the Louisville community with education, city government, and it's neat as he sits at this table to see Epiphany Members in action in the community. It makes you proud to know there are people living this mission in wonderful ways.

### **COMMITTEE UPDATES:**

**Administration:** Nothing additional.

**Community Care:** Nothing additional.

**Formation:** Nothing additional.

**Parish Life:** Nothing additional.

**Social Responsibility:** Nothing additional.

**Stewardship:** Nothing additional.

**Youth:** Nothing additional.

**Worship:** Nothing additional.

### **The blessing by Fr. Randy for Council members sent forth in the Witness of Presence.**

Good and gracious God, we come before you during this Advent Season, this holy season of preparing for the coming of the Lord, we ask that your Spirit be upon us to give us a spirit of hope in anticipation as we look to the coming of the Lord, but ever mindful that we, as leaders of our community, help to bring Christ's presence to every day of our community's life. Help us as we go forth to minister to our community, as we go forward as leaders of our community, to affirm one another, to help each other, to always be aware of Christ present in one another, that we may always be about anticipating the coming of Christ in His fullness and in His glory. We ask this through Christ our Lord. Amen.

**CLOSING PRAYER**

The meeting closed with a prayer

Respectfully submitted,  
Cathy New, recording secretary