

Roles for This Meeting : **Facilitator(s):** Sonya **Note Taker:** Teresina

Attendees: Katie, Edgar, Hector, Dan, Ada, Teresina, Sonya, Francesca, Jim Grant, Richard, Lucina Meyers, Elizabeth Tucker, Charles_Arokiasamy, Regina Flores, Patrice Loretta, Gabby, Mark

Approve Minutes, Updates from Last Meeting:

- No quorum present to approve minutes – will do this at next meeting
- Ada requested corrections (changes were made to April 2026 minutes and will be sent out for review again)
 - Sandwich Squad – change ‘Between 15-20 families make food, 4 cars go out to deliver. (Blackstone, Cedar, First street areas)’ to ‘*Families cook and deliver food each week (Blackstone, Cedar, First street areas)*’
 - Food Recovery – change the following:
 - Grants written to address refrigeration and freezer needs – in cafeteria and Cardinal Newman Hall. Change to - *Grants written to address refrigeration and freezer needs – in cafeteria and Cardinal Newman Hall. Donations received from rotary club and Italian catholics (per Richard Lord rotary club money is a grant)*
 - 3 coordinators for the program – Jim Nelson, Dan Griffin and Jim Grant. Jim Nelson is stepping down; Dan Griffin is going to be taking on Jim’s responsibilities – change to *3 coordinators for the program – Jim Nelson, Dan Griffin and Jim Grant. Jim Nelson is stepping down; working to make it a team effort to take on his responsibilities*

Ministry Presentations:

- **OCIA (Elizabeth and Charles)**
 - Elizabeth Tucker – taking over for Charles as the lead.
 - At orientation for candidates/catechumens the 2 main missions of the journey are discussed:
 - Not information transfer, but individual transformation; Personal journey for each of them, for them to grow closer to God. their journey and where they want to be at the end of the process.
 - Not just an individual process; it starts with the individual
 - Metanoia – individual change
 - Koinonia - small community – others on OCIA journey; Rite of Entrance – entire catholic community;
Diakonia– service, hope their journey continues and they want to serve the community and continue to grow in their faith.
 - What support from the parish and staff would help you better serve the mission? Charles looks at that as an opportunity to examine – what makes staff? Concerns - paid staff must be available to open buildings, schedule, etc. Charles would love to be part of a conversation to define staff by work they do;
 - What is best for the organization?
 - Would like ministry leaders to have more freedom to open buildings, etc – who is staff, who is not, how to define that. Makes it easier for them to work;
 - They asked the bishop and he supported this.
 - Katie -part of the issue with keys is that we need things re-keyed before evaluating who can have a key – people would have access to financial and personnel files, if they have a key right now. Need to handle that part first, before having a conversation and it is expensive and involved to rekey the buildings.

- Ada – could we require OCIA candidates to do service hours? By making it a requirement they could see what we do and then it may peak their interest in a particular area of service/ministry. Yes, something that could be done, right now they serve by bringing food and serving, not in any particular church ministry but within their own group.
- A lot of leadership is leaving – how will that impact the team and ministry? They planned the succession 3 years ago. Most of leadership is staying with the team but stepping out of leadership.
 - They are being trained to take over.
 - Team is currently - Charles; Dan, Ada, Perry Rincon; Roxanne Castillo, Brianna Vasquez; Mary, Sandy; Neil Biancos; Alison, Nicole, Harrison;
- What is the biggest challenge you face? – Elizabeth did not realize how time intensive it is to organize, communicate, getting all the pieces together. They have people in 3 different phases of the process; with different meetings and team members at some of those groups; more time than had anticipated;
- Over 30 people in OCIA program.
 - 12 people starting Pre-catechumenate – first stage, just being introduced into the program (both baptized and unbaptized, time to discern)
 - 19 people in catechumenate
- What kind of follow-up do we do after they are confirmed? How do they feel integrated? Per Charles we are not doing enough; Looking into this, doing some research in that area.; surveys, etc
- What is your team structure?
 - Catechumenate team – Dan and Ada lead it, but have another 7 or 8 people
 - Pre- catechumenate team is 2 people
 - Enlightenment/Purification team – during Lent; Rosie
 - Mystagogia - After easter vigil another phase – led by Rosie
 - Starting an Administrative Team as well.
- How many stages to the process for participants?– 4 main stages: Pre-catechumenate; Catechumenate; Purification and Enlightenment and Mystagogia
- With all the transitions in this ministry team - it would be great to have them back in another year to see where things are and what they need from us as a pastoral council, perhaps we can attend one of their classes and share what we do.
- Main communication method in team/participants? – moving to flocknote to help with communication – email currently; there is one OCIA Newman center email account.
- Have they thought of doing follow up by phone after they've gone through the stages? They do written evaluations at every phase, but would like to look at long term to see if people stay in the church, etc. Need more volunteers.
- They get great support from staff and Katie

- **Women's Guild (Lucina Meyers)**

- What is new; that we did not know about the Women's guild after reading her responses?
 - Didn't realize that the women's guild raised funds for other groups in our church
 - Clarification – they are not a fundraising group for other ministries; our money is your money; they are part of the church – money belongs to the church; they have the privilege to consider areas where money is needed and choose where to help

- What change would make it easier for you to track funds?
 - Capabilities of the software we are using. When people sign up for the retreat with the QR code, they can sign up without paying – which makes things hard to manage
 - When she sees the report, she sees whether the person paid or not, but does not tell her the dollar amount.
 - We use some of the systems that are least expensive – but that doesn't always make it easier for everyone.
 - Can't see a report on her own; retreat is difficult to manage; how much money do we have to give out? Had to reach out to Katie for the report and she was great with providing that.
- Requests for funds should go directly to Katie so women's guild is not seen as a funding source. They have been informally working this way.
- How many active members? 60 members; 3 that paid but don't attend meetings; highest attendance is 36 at a meeting; 20-25 at a meeting typically;
- Positions: President; past president; treasurer; secretary, vice president; - core group meets Thursday before regular meeting; not a lot of help other than core group. Cookie sale everyone helps;
- How can we help to attract younger women? Difficult to do, because parish has variety of ministries for the different stages of life you are in. Have the mom's group – why don't they join womens group? – they are focused on the stage of life they are in. There is also a young adult women's group – book club, that is what they want to do and they don't want to sit around with a bunch of older women. Their group loves to socialize and get together.
- Do you have Flocknote? Yes, she doesn't like it; People signing up for women's guild flocknote, but not members unless they officially join and pay dues; more work for her, she has to reach out if they sign up for the flocknote messaging. Most of their members are not on their flocknote.
- What are our expectations of the women's guild? – They do meet all the expectations of what a women's guild is – provide a dedicated social, spiritual and charitable outlet for women in the church; members organize fellowship events, faith formation and fundraising activities; assist the pastor and support the broader local community.
- Pam Hayes – went to retreat and wanted to say thank you for attending
- She would love to see us (women of Pastoral council) at one of their meetings. Extended invitation to us.

- **Prayer & Life Workshop (Regina Flores)**

- Regina Flores– Trained Guide - guide participants on a spiritual journey; she does not teach
- 16 weeks; first class is intro; 2-14 is workshop; 15 is a silent retreat
- St. Therese and Newman Center – classes in English. Sacred Heart – class in Spanish
- This is a prayer group – not a club;
- Bible – God speaks to us, we respond to God in prayer.
- Encourage them to volunteer after they finish the workshop; Measure fruits of the class through volunteers;
- Everything is in Gods timing; wants to know people are receiving message; embracing it and acting on it.
- One class in fall and one in spring – Fall class tends to be larger;
- Is there a team? Regina is the only one leading this; she does not have a team;
- To be a Trained Guide – it takes a year; it can be done in 6 months – so she is the only one trained to do it right now.
- What is biggest challenge? – being out if she's sick.
- Can go visit at the intro class to see if you are interested. Supports other ministries by encouraging others to volunteer

- Is there any budget? Cost \$14 for the book; asks for donation for others that cannot afford it
- Suggestion – some marketing to differentiate the ministry and clarify bible study and Prayer and Life Workshop are different and how
- OCIA adapted for Children, Eucharistic Revival, VBS, Healing Mass
 - **Eucharistic Revival – (Gabby and Mark, Patrice Loretta)**
 - Impressed with work that has been done
 - Where do you provide sessions about the Eucharist? Claretian Youth; introduces them to it early.
 - Can they be done at Faith Family and Friends?
 - Original plan – to shedule regular meetings to provide education to parish
 - Focused on making adoration more accessible first – that has been the primary focus
 - Went from having one monthly adoration to 3 monthly adorations
 - Free resources given at every adoration
 - Being done more of the parish now; trying to keep the flame burning;
 - Not a concept that is going away
 - Getting word out there; fantastic that people are responding
 - Eucharistic revival is a team; adding more people to team – up to 8 on team now
 - Flocknote - not as much communication because we have regular adoration now
 - If there is an event – divide responsibilities based on people’s schedule
 - If someone wants to get involved, how does that work? - there is a Eucharistic Revival email that hasn’t been used in a while. On the website it states to contact Alberto, he passes on the info to Patrice
 - Send to Hector - website should give direction on who to contact
 - Budget/expenses - \$500 in budget they have right now; use \$ for candles; resources; getting books free from dynamic catholic; prints NEC info as handouts;
 - **Healing Mass (Patrice Loretta)**
 - Suggestion – get more marketing out there for healing mass etc;
 - Hard to promote because it’s done on the 24th; and if it falls on a mass day, Saturday evening, holiday, it doesn’t happen
 - Church’s responsibility to do a liturgy – so should it be a volunteer? She wanted Alberto to take it on.
 - She organizes the entire mass; she recruits all volunteers for the mass
 - Will use an ad in bulletin for regularly scheduled mass
 - Healing aspect? – St Anthony Mary Claret prayer read at the end of mass; read names from book;
 - Heart of life healing garden flyer
 - Would like it scheduled in MSP program where the other liturgical ministries are scheduled to make easier for volunteers;
 - Patrice schedules and finds volunteers; she wants to let go of it but wants to ensure it goes into someone else’s hands who is committed to it.

- **VBS (Patrice Loretta)**
 - Kim Meyer is the lead on this; Patrice is now on leadership team; she presented
 - Book of psalms is the focus this year
 - Everything is thematically connected – 5 days, multiple sessions each day, bible buddies, singing and dancing
 - Integrates all ages between volunteers and attendees
 - Mission – collect donations for a specific cause
 - This is definitely not frivolous, wonderful way to teach the kids
- **OCIA – adapted for children (Patrice Loretta)**
 - ‘Discovering Jesus through the sacraments
 - Team members: Debroah Tuttle; Amanda Bernabe (stepping back); Mary Hill; Fr. David;
 - Parent meeting once a month
 - Have children aged 7-17 that have not been baptized and separate group for those that have not received first communion but have been baptized. 2 years of religious ed to receive sacraments;
 - Rite of Entrance – for the first year;
 - Parents educate the children;
 - Families get catechized; doing it together; build great relationships;
 - Community among themselves;
 - Focus is building community; empowering parents; pick up lessons each week; have questions they need to answer with each lesson.
 - Downside – never feel like they have done enough
 - Trying to figure out how to do it in the framework they have
 - Have they considered making it a requirement for parents to attend one of the sessions offered at Faith Family and Friends? – it’s a possibility, need to track that they do attend.
 - Want families to feel welcomed
 - Improving flocknote; separating groups.

7:20 Next Meeting (10 Min):

- August 20th 6:00 – 7:30pm
 - No presenters from ministries at this meeting
 - Regroup and plan what next steps are.