

Minutes from QAC Steering Committee/Community Meeting (9 September 2014)

Attendees:

Marilyn Nagle	Kevin Skinner	Sharie McKenny
Linda Folmar	Ken Moran	Jack Simpson
Chris Sitko	Deacon Greg	Lisa Measures
Maggie Atkinson	Fr. Tom	Elizabeth Hangartner
Tom McCrate	Terri Blanken	Tim Connair

After an opening prayer, the meeting began with approval of minutes from the 8 August Steering Committee meeting (attached) and a review of open action items from previous meetings. The following is a status of those actions:

- **Action (May 2014):** Steve Guilfoos complete grieving training for Ministry of Consoling.
Status: Delayed due to availability of members (**ECD: Jan 2015**).
- **Action (May 2014):** Communications Committee begin having Steve Nordmeyer and Chris Penick hand out The Spirit after mass to foster broader dissemination.
Status: **Completed.**
- **Action (May 2014):** Deacon Greg update last year's contracts with new budgets and language adjustments and then coordinate with Ken Takac to get appropriate signatures.
Status: **Completed.**
- **Action (Jun 2014):** Tom McCrate make adjustments to proposed budget based on inputs/approval and publish to community in Spirit and on Chapel bulletin board together with a brief summary and an explanation of key changes from last year.
Status: Budget announcement has been drafted and is ready to post. Will target distribution in the next *Spirit* (**ECD: 19 Sept**).
- **Action (Jun 2014):** Deacon Greg establish/publish new rental rates for Chapel/Si Lounge.
Status: **Completed.**
- **Action (Jun 2014):** Tom McCrate confirm whether any changes/actions are needed for the way we handle custodial services (i.e., Do we need competitive quotes? Do we need a different contracting mechanism? Do we need to handle workers comp differently? etc.)
Status: Tom is researching further and will bring options back for a decision (**ECD: 14 Oct**).
- **Action (Jun 2014):** Ken Takac complete annual evaluations and feedback sessions with the Director of Music, the Director of Religious Education, and Deacon Greg in his capacity as Pastoral Associate Secretary.
Status: Started but not completed. Ken Moran will solicit feedback from the community at large and conduct feedback sessions in October (**ECD: 31 Oct**).
- **Action (Aug 2014):** Tom McCrate coordinate with Deacon Greg and Ken Moran to account for new expenses (computer, gift for Ken Takac, QAC Day) and obtain required documentation/receipts.
Status: In work (**ECD: 30 Sept**).

- **Action (Aug 2014):** Deacon Greg collaborate with Fr Tom to draft condolence letter regarding the passing of Fr. Paul Marshall, obtain signatures from QAC Steering Committee members, and send to Fr Marty.
Status: Completed.
- **Action (Aug 2014):** Fr Tom follow up with the Province and see what investment in the Province portfolio would entail (a small step to strengthen our ties with the Province).
Status: Feedback Fr. Tom received from Province was not positive. Appears that Province is not interested. (Action closed).
New Action: Tom McCrate to develop alternative options for investing surplus funds and bring back for decision **(ECD: 14 Oct).**
- **Action (Aug 2014):** Stewardship Committee organize an annual “Time and Treasure Commitment Pledge” event for approval and execution in late September.
*Status: Kevin Skinner presented a draft of a Time, Talent, and Treasure pledge commitment for discussion. The draft is a good start, but all agreed further explanation of the committees and various jobs is needed. Kevin will expand the time/talent portion and separate from the treasure portion. Committee Chairs will provide Kevin further comments/suggestions off line and provide necessary explanations and details. The treasure portion will be combined with an electronic tithing handout from Tom McCrate. Kevin will work to have everything ready as an overall pledge commitment package for distribution at a town hall following mass on 28 Sept **(ECD: 26 Sept).***
- **Action (Aug 2014):** Tom McCrate gather details from Bank to implement electronic tithing.
*Status: After gathering info on options, Tom McCrate recommends “electronic payment” instead of “electronic bank-to-bank transfer.” Tom will develop explanation and paperwork for dissemination at Town Hall planned for late Sept **(ECD: 30 Sep).***
- **Action (Aug 2014):** Ken Moran coordinate with Fr. Tom and Deacon Greg to send letter to Province regarding importance of Si Lounge building to QAC Community.
*Status: Letter drafted. Will send to Fr. Tom and Deacon Greg to finalize **(ECD: 15 Sep).***
- **Action (Aug 2014):** Fr. Tom and Ken Moran meet with Helen Fehey (Archdiocese) to get more info on the process and execution requirements for the new Archdiocese fundraising campaign.
*Status: Fr. Tom sent a request to Helen Fehey, but has not heard back yet. Fr. Tom will send a follow up note to Helen requesting a meeting some time in Oct **(ECD: 30 Oct).***
- **Open Issue from July:** Tracking any contributions by check over \$75 – Is this a valid requirement? What actions do we need to take, if any?
*Status: Tom McCrate researched the issue confirming it is not a requirement. **Issue closed.***

Next, representatives from several committees provided a quick overview of ongoing activities:

- **Communications/Membership Summary** (provided by Marilyn Nagle):
Spirit appears to be going well with good articles and better distribution. Ongoing activity to clean up the current community roster continues. There are currently 206

households/families with 21 "new" families since the last comprehensive update. Unfortunately, only 5 of these 21 are "young" families. Encouragingly, approximately 50 percent of members actively participate in one of the committees, programs, activities.

➤ Liturgy Summary (provided by Linda Folmar):

Liturgy planning has improved since moving it to follow mass. The next planning event will take place on 21 Sept for Sundays in Advent and for the Immaculate Conception. Sister Rose would like to celebrate her upcoming anniversary with the QAC community and has planned the liturgy for this celebration. The Liturgy committee will need to further coordinate details with Fr. Tom since it coincides with the visit of guest Presiders.

➤ RE/Youth Summary (provided by Maggie Atkinson):

Religious Education and Confirmation education begins 14 September. Training for all catechists has been completed. Registration has been going well, but the numbers are low on the young end. Exploring ways to deal with the small numbers. Currently have approximately 12 youth signed up for confirmation and are excited to have Megan Fox signed on as the catechist. There is a renewed focus on service projects planned for Cross Roads (high schoolers). As part of the larger RE program, Adult Faith Formation will begin on 21 Sept led by Kelly Bohrer. Finally, reservations are complete for Maggie Atkinson and Amie Herbert to attend the RE National Conference in San Antonio later this year. The budget for this type of professional development was first approved in 2013 and renewed in 2014 and should help tremendously in adapting our RE program with new more interactive teaching methods and our shrinking number of youths.

➤ Social Justice Summary (provided by Chris Sitko):

Social Justice is working to respond with thank you notes for the tremendous outpouring of contributions at Dot Fay's and John Weissgarber's funerals. "Be the Church" planning is well underway. Lisa Measures will begin volunteer sign ups this Sunday (14 Sept). Social Justice has collaborated with other parishes on a guest speaker series, with the next event planned on 15 Oct at St. Charles. Finally, to assist Chaminade Julianne High School overcome not having a supplemental lunch program, the Social Justice Committee is working under Tom McCrate's leadership to organize the 3rd annual "Pancakes to Pantry" breakfast on 28 Sept in Si Lounge following liturgy.

➤ Deacon/Priest Coordinator Summary (provided by Deacon Greg and Fr. Tom):

The IT network will be down on the Mount St John's property on 15 Oct for an upgrade. St Vincent Shelter wants to come and talk about their activities during Liturgy on 21 Sept. Deacon Greg will be visiting family from 26 Sept to 4 Oct; Kevin Skinner will ensure the bulletin gets completed the first week of October. Fr. Tom will be on retreat from 3-10 Oct and on the 19th of Oct (Fr. Francois and Fr. Calistas will be presiding while Fr. Tom is out). Fr. Tom would like for the QAC Community to consider establishing a sister relationship with an African American parish like the recent visitors we had from

Columbus. This idea will be further discussed and explored during a November "new ideas" Town Hall.

➤ Stewardship/Finance Summary (provided by Tom McCrate)

Collections are running slightly behind our monthly budget requirements. In the last several years, we have experienced this trend which only gets resolved by large heroic donations by a few members. The stewardship committee is working to finalize a "Time, Talent, and Treasure" commitment pledge for distribution during a Town Hall on 28 Sept.

– Community Coordinator Summary (provided by Ken Moran)

There are several lessons learned from QAC Day (Amie and Sharon Herbert captured other lessons learned in a summary now filed in the QAC Day Continuity Book):

- Many favorable comments on pot luck format (good healthy variety, more fun, etc.)*
- Also many favorable comments on bounce house and entertainment*
- Need to avoid Styrofoam plates since they are not biodegradable*
- Large, heavy tables are an issue (hard to move, many broken, etc.)*

New Action: Deacon Greg and Ken Moran explore the cost and storage options for additional tables similar to those already in Si Lounge. Bring back info for discussion/decision at next Community Meeting (**ECD: 14 Oct**).

Finally, Ken Moran reminded everyone of the following upcoming planned Town Halls:

- 28 Sept – CJ Pancakes to Pantry Breakfast and Town Hall on "Time, Talent, and Treasure Commitment Pledge"
- 14 Oct – Ice Cream Social and Town Hall on "Revitalizing QAC Membership"
- (tentative for November or December) – Town Hall on "New Ideas"

The community meeting ended at 8:15 pm with a closing prayer.

//signed//

Kenneth J. Moran

Community Coordinator

9 September 2014