

## St. John Neumann Catholic Church

A First Fruits Community

---

### MEETING DETAILS

**Description:** Faith Formation Commission Meeting

**Date:** April 14, 2014

**Time:** 7:00pm

**Location:** St. John Neumann Catholic Church

**Attendees:**

- **Present:** Kathy Browning, Judy Doonan-Twohy, Mary Hoffman, Jenae Kalas, Tara Roeckers, Leslie Uzlik (PC liaison)
  - **Absent:** Bruce Granger, Kari Sethney
- 

### Opening Activities

- The meeting opened in prayer. The psalm for today's reading (Psalm 27) was sung by all... "*the Lord is my light and my salvation...*"

### Recruitment

**Discussion:**

- Recruitment of new members was discussed. Currently, there are 6 members on the Faith Formation Commission. Our goal is to have 8 to 10 members.
  - We are looking for diversity within our membership, which will in turn enhance discussion. The focus is on strategic thinking rather than tactical work.
  - The commission discussed various ways to recruit new members.
    - Recruit personally.
    - Rewrite/enhance description of the commission and place on website and in bulletin.
    - In the future, incorporate discernment for Parish Pastoral Council with commission discernment.

**Action Items:**

- All commission members will reach out to parishioners they know and personally invite them to consider serving on the FF commission.
- Kathy will use the existing description of the Faith Formation Commission as a springboard to create an enhanced description that would draw new members to the commission.
- Once description is finalized by all members, the description will be placed in the bulletin and on the SJN website.

### Staff Report (Judy)

**Discussion:**

- As a result of the presentation by members of the Finance Council, giving has increased the last two weeks by approximately \$7000.
- Budget continues to be discussed by staff. Finalization of the budget will occur in June.
- The Living Stations of the Cross went very well. Tara suggested that we also have a Living Stations of the Cross for adults.

## St. John Neumann Catholic Church

A First Fruits Community

---

- The Waffle Breakfast went well. Many parishioners attended.
- The Faith Formation staff/commission hosted a Soup Supper on Friday, April 11<sup>th</sup> prior to the Living Stations of the Cross. It went well, but numbers were down due to various factors.

### Parish Council Report (Leslie)

#### Discussion:

- **Goals and Objectives:** The Parish Pastoral Council has requested that commissions complete the status column of their Goals and Objectives. It should be ready to submit prior to the Council's May meeting. This will be an agenda item for our May meeting.
- **Parish Pastoral Council Nominations/Discernment:** Letters have been sent out to parishioners who were nominated. All nominees have been invited to a discernment meeting. The outcome of the meeting will determine four new members for next year. This process is replacing the election process of previous years.

### Long Range Plan Vision/Mission

#### Long Range Plan Focus Area & Objective: All areas

#### Discussion:

- It was noted that the parish is almost out of the trifold Vision/Mission cards. As a commission, we feel these are important for our parishioners to frequently see, as it states the core of who we are as a parish.
  - These are still used at New Parishioner registration.
  - It was also noted that these cards should be placed on tables in the social hall whenever there is any social function that takes place (Donut Sunday, waffle breakfasts, etc.)

#### Action Items:

- Leslie will inform the Parish Pastoral Council.
- Judy will speak with Trisha in Shared Ministry.

### Faith Formation Surveys

#### Long Range Plan Focus Area & Objective: Members are invited and drawn into opportunities to feel connected (WI2).

#### Discussion:

- **Electronic Parishioner Survey:** The FFC is creating an electronic survey to gather feedback from all parishioners. We will gather feedback on current Faith Formation programs and where gaps may still exist. The questions will focus around the Goals and Objectives of the commission.
  - Commission members will come to the May meeting with possible questions to be used in the survey.
  - The goal is to launch the survey by the end of May.

- **Survey of Latino families:** Mirla will conduct an informal survey of Latino families integrated into our Faith Formation program.
  - Kathy and Judy formulated questions for the survey and shared those questions with Mirla.
  - Results of the survey will be shared at the May or June FF meeting.

**Action Items:**

- Kathy will send the finalized copy of the Goals and Objectives to all commission members to use as a base for formulation of survey questions.
- Judy will connect with Trish to get the password needed to access the survey software for creating our survey.
- Commission members will reach out to their FF staff liaison person to gather any ideas/questions they may want to have in the survey regarding their programs.

**Catechist Evaluation**

**Long Range Plan Focus Area & Objective: Focus on the Six Areas of Catechesis (FE1).**

**Discussion:**

- The FF staff has given its catechists the evaluation form for this year. The purpose of the evaluation is to gather feedback from catechists that can be used to enhance the program for next year as well as ensure that all six areas of catechesis are being met within our program.
    - Results of the evaluation will be shared at the May or June commission meeting, dependent upon when the data/information is compiled and finalized.
- 

**Future Agenda Items**

- Visibility of the Faith Formation Commission
- Living Stations of the Cross for 2015

**AGENDA ITEMS FOR NEXT MEETING (May 12, 2014)**

- Staff Report
- Parish Council Report
- Recruitment Status
- Goals and Objectives – discussion/evaluation of current status of objectives
- FF Parish Survey – formulate questions/create survey
- Survey of Latino families in Faith Formation program – report
- Catechist Evaluation - report
- Review of ongoing action items