



Parish Pastoral Council Retreat - Business Meeting Minutes

Date: Sunday, August 13, 2017

Time: 1:30 PM – 5:00 PM

Location: Thomas Lake Point Clubhouse, Eagan, MN

Attendees:

- **Present:** Fr. Doug Ebert, Fr. Mark Pavlak, Fran Laufle, John Peterson, Nic Decapia, Deb Mason, Debbie Andrews, Robert Peterson, Rick Durig, Kristi Steinman, Michaela Willer
 - **Absent:** None
 - **Minutes:** Submitted by Nic Decapia, Secretary
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Parish Pastoral Council Business

PPC Purpose, Member Roles and Duties were reviewed

Annual Committee Reports were distributed

- Committee purposes were reviewed.
- A summary of the reporting process was discussed and suggestions made to improve the process for next year.

2016-2017 PPC Goals and accomplishments were reviewed

- Communications Task Force completed a plan to improve parish. The plan was submitted to the Council for approval and then sent on to Fr. Ebert for consideration.
 - o Volunteer Recruitment Task Force completed a more streamlined and well-defined volunteer process in Fall 2016. The process will be further refined for Fall 2017. Task specific recruitment throughout the year for individual ministries (i.e. Greeters, Altar Servers) were done and were successful.
- Bi-monthly Joint Council/Committee Meetings were instituted.
- Committee/Ministry Handbook was launched.
- Annual Committee Reporting procedures were instituted.
- 2017-2021 Parish Long Range Plan was established.
- Initial discussion of "Stewardship" was started with Finance Council.
- Started website update regarding Committee content.
- Established PPC bulletin board.

PPC Goals for 2017-2018 were established

- Collaborate with the Parish Finance Council on Stewardship program
- Reinvigorate the 'sense of Volunteerism' in the Parish

- Continue to refine the volunteer recruitment process.
- Train volunteer leaders to be more effective in welcoming and recruiting new volunteers.
- Provide coaching for Committees on Goal-Setting and Annual Reporting with a focus on starting to gather more 'quantitative' data for analysis.
- Encourage Committees to utilize the website.
- Explore a strategy to enhance participation in the "Essential 3" process

PPC Executive Committee Election and Committee/Task-Force Assignments

- **Chairperson:** Fran Laufle elected by acclamation
- **Vice-Chairperson:** John Peterson elected by acclamation
- **Secretary:** Nic Decapia elected by acclamation
- **Committee Assignments**
 - o **Pastoral Care:** Robert Peterson
 - o **Faith Formation:** Rick Durig
 - o **Family & Community Life:** Michaela Willer
 - o **Worship:** Kristi Steinmann
 - o **Justice & Charity:** Debbie Andrews
- **Volunteer Recruitment Task Force:** Deb Mason

Other

- At Fr Doug's request, a PPC Executive Session will be held bimonthly after each Joint Council/Committee Meeting to debrief the evening's Committee meetings. The session will be no longer than 30 minutes starting at 8:30pm in the Social Hall.

Next Meetings:

- Joint Council/Committee Meeting: Thursday, September 7, 2017, 6:00pm-8:30pm
- Parish Pastoral Council: Wednesday, October 18, 2017, 6:30pm-8:00pm