

MEETING DETAILS

Description: Family and Community Life Committee Meeting Minutes

Date: January 4, 2018

Time: 6:45 PM

Location: SJN Good Shepherd 1

Chair: Steve Chojnacki

Members

- **Present:** Emily Hayden, Bernadette Vitullo, Wendy Ashbridge (Staff), Michaela Willer (PPC Liaison), Steve Chojnacki (Chair)
 - **Absent:** Deb Mason, Lona Wacker, Jill Tilbury, Teresa Klippen, Norma King, Lisa Okoneski (Staff)
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***NOTE:** The following minutes include notes from both the normal FCL Committee meeting on Leadership Night as well as a followup meeting several weeks later.*

Ministry Added: Wendy informed the committee that the parish's Pro-Life group would be added to the FCL umbrella.

Prayers Sent: The committee sent thoughts and prayers to Lisa Okoneski who lost a brother-in law recently and Deb Mason whose husband is dealing with cancer.

Agenda Item 1...Development of Welcoming Committee for New Parishioners

Long Range Plan Focus Area: Parishioner Involvement, Communication

Short Term / Current Year Goal/Objective(s): Develop a Welcoming Committee in conjunction with New Parishioner Registration

- Joe Keating, Director of Parish Formation, was invited to come to the meeting to discuss New Parishioner Registration and the establishment of a Welcoming Committee. Joe discussed several models he has seen, including:
 - regular meetings in homes with food possibly served or brought by current parishioners; might include discussion of how new parishioners can best serve their parish
 - information sent periodically to new parishioners highlighting various aspects of the parish and how someone new might get involved
 - monthly celebratory meetings for new parishioners
- The FCL Committee will work on developing a plan to follow up on new parishioners who have registered with the parish. Joe said it was unclear what follow-through there currently is when people register with the parish other than their name being placed in the database. It is the committee's feeling that people should be specifically welcomed after signing up.



- Followup discussion led to a plan that would include welcoming phone calls to new parishioners and an invitation to come to a Donut Sunday gathering in which there would be a specific table for new parishioners. Welcoming Committee members would be present to greet and socialize with those attending.

Action/Decisions Made:

- Joe Keating agreed to secure a list of new parishioners who signed up over the last six months as a place to begin.
- Bernadette Vitullo, Emily Hayden, and Michaela Willer will meet and develop a plan for the Welcoming Committee.
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Agenda Item 2...Ministry Updates

Long Range Plan Focus Area: Parishioner Involvement, Communication

Short Term / Current Year Goal/Objective(s): Invite representatives of ministries under the FCL umbrella to discuss their work at our committee meetings

- Michaela outlined a plan for the newly forming Young Adult Group with specific dates and goals to be achieved. There will be a signup table after Masses in January, and the first event will be a pizza get-together on January 30.
- Tina Draves, the Adoption Ministry coordinator, is looking for someone to replace her as lead for this ministry.
- The idea was put forward about possibly compiling a FCL newsletter in an effort to keep ministries up to date as well as promote interactions and communication between ministries.

Action/Decisions Made:

- At our January 21 followup meeting, Wendy and Lisa were invited to speak at our March committee meeting about Parents' Night Out, Monday Fun Day, Wit and Wisdom, and the Pro-Life group.

Agenda Item 3... Complete Annual Reporting Tool

Long Range Plan Focus Area: Communication

Short Term / Current Year Goal/Objective(s): Submit Committee Goals/Objectives for Year

- It was decided that the committee meeting was not enough time to develop the goals/objectives properly. A followup meeting was held on January 21, 2018 at Donut Sunday after the 8:00 Mass.



Action/Decisions Made (Followup Meeting):

- The committee discussed our goals and objectives for the year. Steve will fill out the appropriate forms and send them to the committee for approval. This will be completed and submitted to the Parish Pastoral Council by mid-February.
- In the interest of continued communication with the FCL ministries, we will again ask each of the ministries to complete a survey. We will ask them to tell the story of their previous year (events, triumphs, challenges) and any needs they have. Steve will develop the survey based on the template he designed and used last year. Teresa Klippen and Norma King agreed to proofread it once a draft has been made. The survey will be distributed to the ministries in May.
- The Donut Sunday on March 18 was tentatively chosen as the first New Parishioner Welcoming Sunday. Bernadette, Emily, and Michaela will meet separately to determine specific goals and a plan for the Welcoming Committee. We already have a list of names of people who are willing to make phone calls to new parishioners and follow through in some capacity with them.

Next Meeting: Thursday, March 1, 2018 6:00PM