

Staff Meeting Minutes
Holy Apostles Catholic Church
Colorado Springs, Colorado
April 9, 2008

Members present: Sam Gioia, Audrey Sujkowski, Pat Van Horn, Mike McGrady, Mary Parsons, Mary Superata and Deacon Mike Leverington

Absent: Deacon Chuck Matzker, Fr. Joe Damhorst, and Fr. Paul Wicker, Maryanne Wright, recording

- I. The meeting was opened with a prayer and gospel readings for April 13, 2008. There were reflections on the symbolism of the Lord as a Shepherd and how we will be lead through difficulties with His help.
- II. Review modifications of last week's minutes: None.
- III. Preschool (School of Parental Formation) – Mary Parsons.
 - A. Registration is going very well this year.
 - B. Mary has received a copy of a DVD, which will be sent to the Pope upon his arrival in the United States. Her preschool children are featured in the video. It was asked if the video could be featured on the website. This will be researched.
 - C. A principals' meeting with school principals from around the diocese was held at Holy Apostles. Mary will encourage diocesan officials to visit the preschool.
 - D. Preschool May Crowning will be held on May 2nd.
 - E. The Preschool is still awaiting notification from the Accreditation Committee on when they will visit.
 - F. The move in the Catholic Church to return certain parts of the Liturgy at mass to the original Latin translations will result in some prayers/responses being changed from the more familiar vernacular. This will be discussed in more detail later.
- IV. Liturgical Ministries (School of Sacramental Life Celebrated) –
 - A. May 4th is the celebration of the First Eucharist. Ascension will also be celebrated on this day. There will be no adoration.
 - B. Corpus Christi will be celebrated on May 25th. This is also the Memorial Day weekend. Audrey wanted to know if there would be any type of celebration other than the liturgy. Last year the different types of bread were baked to represent the diverse population of the parish. Since it is the Memorial Day weekend, attendance may be lower than usual, so any other activities may be postponed or eliminated.
 - C. Pentecost will be celebrated on May 11th. This is the date of the Portuguese Holy Spirit Festival. Mother's Day is also celebrated on this Sunday. The possibility of a visiting priest celebrating mass was discussed. Fr. Richard, a Legionnaire of Christ priest, speaks Portuguese and may be the celebrant. Some of the possible

activities that could be celebrated on this day include: a recommitment to the groups depicted on the banners and the possibility of an Apostles of Hope Miniskickoff.

- D. There is a Parish Festival initial organizational meeting on April 14th. Mike McGrady would like to attend. Mike has some excellent ideas on how to involve the Youth of the parish in Festival activities. Since most of the Youth enjoy music, he will coordinate with Audrey as to what types of music could be used. The addition of a live band is a possibility.
 - E. Jessie Joyner is doing an excellent job of organizing the musicians for the noon Life Teen Mass. This group may be involved in the music for the festival at some point.
 - F. The men's group and the newly formed women's groups will also be invited to participate in festival organizational activities.
 - G. There is a possible Liturgy Meeting on April 17th. Audrey will let her department know if a meeting will be scheduled.
- V. Formation Ministries (School of Faith Encountered) –Mary Superata.
- A. Peggy has asked if a priest will bless the families of those that are in Sacramental Preparation on April 13th or April 20th. She will follow up on this when our priests return from their meeting.
 - B. On April 20th, the Knights of Columbus will host a server appreciation day.
 - C. This Sunday, one adult and two children will be baptized at the 9:30 mass. One child will be baptized at the 12 noon mass.
 - D. The Formation ministries and the Youth Ministries are working together to schedule their programs on the same day: Sunday. Concurrent scheduling should accommodate families who have children of all ages in those programs. We are looking at better solution for families that have children in more than one RE program. To support these families who have children in Edge, Life Teen and elementary RE, and we are investigating the impact of moving Saturday RE to Sunday. Moving it will serve those families with children in many programs, and allow Saturdays to be used for retreats and days of reflection for the entire parish. We will still maintain Sunday Awake and Tuesday night RE. Intergenerational days are scheduled with the cooperation and coordination of these ministries. Intergenerational Day is scheduled in October in anticipation of All Saints Day. Logistics and planning are still continuing.
 - E. Fr. Paul has also informed Mary that the Metro North Deanery will help with the cost of implementing a well-known Bible study class by Tim Gray. An all day workshop is being planned. No specific date has been chosen yet. Mary will coordinate with the diocese representatives to schedule. The class will be open to all.
- VI. Youth Ministries (School of Vocational Exploration)-Mike McGrady

- A. Mike discussed his Soldiers of Christ Retreat. He is coordinating with Mary Superata, Audrey and others on the staff. Mike would like the ministry heads to attend the opening of the retreat to give a very brief presentation to the youth on their ministries and what they do. The staff can send a very strong signal to the youth about becoming involved. The youth want to serve, but do not know how. The talks could dispel the myth that to serve, they need to do “church stuff!” Our ministry activities span the city from rich to poor to all faiths. The ministry heads that have children were invited to bring them.
 - B. RCIA and Confirmation prayer cards are done.
 - C. An idea was proposed: hosting a “Fountain of Youth” weekend at every mass and have the youth actively participate. This idea will be discussed at a later date.
- VII. Outreach Ministries (School of Pastoral Care and Justice) – Pat Van Horn.
- A. Interfaith Hospitality Network coordinators include Jane McGrew, Flora Gonzalez, Virginia Banach, Chuck and Gerrie Rohr. They will ask for sign-ups at masses in May.
 - B. There will be blood pressure checks in the Brides room after masses this Sunday.
 - C. The SHARE meeting went well. All participants seem to be on the same page. The SHARE volunteers are planning a breakfast meeting with Pastor Kevin from the Wesleyan church to discuss the logistics of the program.
 - D. A package was received regarding a package that was given at the Giving Tree event last year. A single mother returned the clothing items because they were used and did not fit her daughter. A discussion followed on how we could screen the contents of the packages. The solution seems to be to accept unwrapped gifts. Volunteers and the youth could then wrap the item. Current Industries donates gift-wrap for this event. Another solution would be to put the items in a gift bag. These measures would ensure that the items are appropriate. Pastor Kevin will be contacted to see if his parish would like to partner with this project also.
 - E. Pat would like to encourage donations of gift bags so that her ministries can place prayer shawls and other items in the bags instead of used grocery bags.
 - F. Benny Belton, a director of the Restoration House Ministry, would like Pat to be on the board of directors. There is a fee of \$1,000. This ministry provides temporary housing for women who have just recently gotten out of prison. Fr. Joe has met with Mr. Belton and has a good understanding of this ministry. Pat will speak with him. Catholic Charities should have more information on this ministry. If our parish elects to participate with this ministry, Just Faith or

perhaps the new women's ministry may wish to participate and support.

G. The Prayer Shawl Ministry has made 500 shawls. Virtually every individual has sent a note of thanks. We received a letter of thanks for prayers from the grandmother of a mother who had asked for prayers during a difficult pregnancy. The letter thanked Holy Apostles for their prayers. The mother delivered healthy triplet boys. The Prayer Shawl Ministry will donate three blankets and caps for the infants.

VIII. Ordained Ministries –

A. Fr. Joe. No Update this week.

B. Deacon Mike Leverington. The feedback from the My House Program information that was disseminated last week seems to be positive.

XI. Charismatic Ministries (School of called and Renewed)-Deacon Chuck Matzker. No Update this week.

XII. Pastoral Administration (School of Stewardship) – Sam Gioia.

a. The Apostles of Hope Ministry is continuing to come together. A meeting will be held next Tuesday to discuss how to introduce this ministry to the parish. Bob Stadjuhar will provide leadership. He will bring the Golden Agers group into this ministry.

b. Sam will meet with Denise Brown regarding the Newcomer's Ministry. She is the leader of the newly organized Women's Community. Many have expressed interest in serving with this ministry, but organization is still a problem.

c. The Coffee Shop ministry is continuing to make headway. The shop is open, and more volunteers will be solicited so that the hours can be expanded. A larger sign will probably help draw people to the shop. Mary Parsons has been encouraging the mothers of preschoolers to visit the shop while they wait for their children.

d. Mother's and Father's Day cards have been ordered. The cards will probably be distributed in some way, possibly as a bulletin insert before Mother's Day. The weekend of April 26-27 is probable.

e. Sam has been accepted to attend the Center for Creative Leadership. Sam has sent an evaluation of his leadership skills, to be used as part of a benchmark, to all co-workers.

f. Sam, along with eight other people, attended a Discernment Day sponsored by the Diocese for consideration to the Diocesan Pastoral Council. It is our opinion that Sam would be excellent addition to the council. The process will continue, and within the next two weeks the 3 positions along with the 2 appointed positions should be filled. This coming year is the 25th anniversary of the Diocese of Colorado Springs. Activities will continue to be announced.

- g. We foresee more coverage of diocesan activities by the Gazette as our parish and the diocese continues to be a force in the community.
- h. Sam and Fr. Paul will give a presentation at the Our Sunday Visitor conference next week.
- i. Sam has met with concerned parishioners regarding church security. Discussions are continuing.
- j. Finance Council will meet on May 6th. Quarterly updates are being prepared. The fiscal year will end at the end of June. Sam will get all Ministry heads guidelines for preparing their budget. There are several budgetary considerations. Offertory giving is down. The Youth Minister has come on board full time. Changes in the clergy situation will probably bring an increase in salary also.
- k. One way to increase revenue is to mount an aggressive campaign to sign up parishioners in the eScrip Program. We have tried to promote the program using announcements and asking people to stop by the office. The turnout was very low. We did have bad weather that day, but we need some way to sign people up for the program that takes a minimum amount of time. Sam has spoken with Big Fish Marketing and the setup of a kiosk in the vestibule might be the answer. People would only have to swipe their card and they would be registered. Potentially this program could yield good financial benefits.

1. Administrative Items – Maryanne Wright

- a. In mass baptisms were covered for the next six weeks.
- b. Bulletin Board Requests.
 - i. Women Discerning Religious Life ok for posting.
 - ii. Citizen Day flyers from Catholic Charities ok for posting.
 - iii. Healing Hands of God Conference ok for posting.
 - iv. Priest's Appreciation Dinner Information/Registration ok for posting.
 - v. Sacred Heart Retreat for Men Flyer ok for posting.
- c. Facilities Usage Requests.
Bannoura Olivewood Sales outside for April 26-27.
- d. Commentator Requests.
 - i. Blood Pressure checks after masses.
 - ii. Festival Meeting information on pg 1 of the bulletin.
 - iii. Bannoura Olivewood sales weekend of April 26-27.
- e. Bulletin Inserts.
 - i. KOC Luau

ii. Native American Spirituality Talk
XIII. Pastor's issues- Fr. Paul. Fr. Paul at a conference this week.

XIV. Meeting closed at 11:10 am.

Respectfully submitted,
Maryanne Wright