

Staff Meeting Minutes
Holy Apostles Catholic Church
Colorado Springs, Colorado
December 5, 2007

Members present: Sam Gioia, Audrey Sujkowski, Pat Van Horn, Mike McGrady, Fr. Paul Wicker, Fr. Joe Damhorst, Mary Parsons and Deacon Chuck Matzker

Absent: Deacon Mike Leverington and Mary Superata
Maryanne Wright, recording

- I. The meeting was opened with a prayer and gospel readings for December 9, 2007.
- II. Review modifications of last week's minutes: None.
- III. Sam spoke about the Christmas Giveaway that will be coordinated by Steve Bigari, who owns Mr. Biggs. People will be needed to man the phones and help with the coordination of donations and events. There will be two giveaway sessions with 1500 people being aided. The people served will be able to play games and have a meal. More information is available on the company's website: www.biggcity.net. Small Catholic Communities are one of the groups to be contacted to help.
- IV. Planning.
 - A. Baptisms. There will be a baptism on December 25th at the 9 am mass.
 - B. Not in My House Program. A DVD will be shown at masses on the weekend of February 9-10. A training session will be scheduled by the diocese to train those in the parish that will spearhead the parish effort.
 - C. Stewardship Planning:
 1. Follow-up contact will be made to those who have indicated they are interested in the music ministry and those interested in becoming Catechists. Emails and letters have gone out to those who have expressed interest.
 2. Meetings for the Coffee Shop, Newcomers and Apostles of Hope Ministries will be scheduled. Sam will make the calls.
 3. Focus Group Organizational meeting has been scheduled for January 19th. Several people have responded to this session.
 4. Treasure Appeal summary will be completed this week.
 5. Non-responder letters have gone out to those who still need to turn in their pledge cards.
 - D. 2008 Parish Calendar: Preliminary information has been provided to Big Fish Marketing.

- E. First Friday Adoration. First Friday Adoration starts this week.
- F. Christmas.
 - 1. The take home bags will be assembled on December 18th. The Youth will be invited to caroling. Prayer shawls will be provided to those who need them.
 - 2. Salvation Army Dinner. No update.
 - 3. Christmas bulletin inputs due by Dec 14th.
- G. 2008 Youth Planning.
 - 1. Scout Sundays have been scheduled: February 3rd, 2008 for the Boy Scouts, and March 9th for the Girl Scouts.
 - 2. Youth Mission Trip to the Pine Ridge / Rosebud reservation will tentatively be June 23-27. These dates are after Vacation Bible School. The Youth will be free to teach VBS on the reservation. This community service will foster involvement and a dedication to serve. The Youth will take part in a pow wow.
 - 3. Totuus Tuus is scheduled for July 7-11.
 - 4. Just Faith Lenten Series. Fr. Paul will meet with group. The pastor intends to try and continue to unify the ministries and to ensure that they are in line with the mission as determined by the staff. He will encourage participation with the Mr. Biggs Christmas Giveaway and participation with the Grace Be Unto You church that serves the homeless. He intends to encourage faith in action.
- H. Apostles of Hope Ministry Fair. The Fair will be discussed in great depth at the staff meeting in January. The date that has been chosen for the fair is March 2nd.
- I. Portuguese Spirit Festival on Pentecost. Fr. Paul and Sam will meet with John Bettencort to discuss how the festival can be incorporated with parish activities on December 13th. Publicity and content will be discussed.
- V. Evangelization/Marketing. No Updates.
- VI. Miscellaneous Issues. None.
- VII. Bulletin board requests.
 - National alliance on Mental Illness Education Program will be posted.
- VIII. Fundraising/Vestibule Use Requests.
 - Bone Marrow screening will take place Dec 9th in the parish hall on the tile side.
- IX. Commentator/Guest Speaker Announcement Requests. Bone Marrow Screening announced; Salvation Army Christmas Dinner will be promoted by Connie Lustig; eScrip signups announced; Mr. Biggs Giveaway for Christmas announced and the Second Collection for the Retired Religious announced.
- X. Bulletin Insert Requests:
 - Bishop's letter on the "Golden Compass" on one side and the eScrip Program sign up on the other side.

- XI. Second Collection. Retired Religious.
- XII. Continuing Items.
 - A. Preschool door: No Update.
 - B. Library Plans. Seventy-seven people have indicated an interest in this ministry.
 - C. Media Center Remodel. No update.
 - D. Managing peripheral ministries: We are starting to tie the groups that meet here into the mission of the parish. More will follow.
 - E. Just Faith Living Small Groups no updates.
 - F. Christmas Outreach: Discussed earlier.
 - G. Coffee and doughnuts: no changes
 - H. Care of Mexican Immigrants: no changes.
 - I. Additional Bulletin Boards: No update.
- XIII. Roundtable.
 - A. Fr. Paul
 - 1. Met with a college student who is active in the college mission on campus. She will be our Christmas Apostle of Hope in the bulletin.
 - 2. Worldwide Marriage Day is on the First Sunday of Lent so Fr. Paul will consider what events to have during the Liturgy to celebrate this event.
 - B. Audrey:
 - 1. Announcements will take place before mass.
 - 2. Discussed certain changes to the liturgy as it appears on the United States Conference of Catholic Bishops website. There are certain instances when Latin can be used in liturgy.
 - D. Fr. Joe:
 - 1. Has started his Retreat in Daily Living classes.
 - 2. Bible classes continuing.
 - E. Mary Parsons: Working on accreditation.
 - F. Mike McGrady:
 - 1. Attended the Theology of the Body presentation.
 - 2. Is considering several programs for Lent: A Shadow Passion Play to be done during the reading of the Passion on Palm Sunday, A Stations of the Cross procession, possibly asking the local churches in the area to participate.
 - 3. Middle school youth will present a Christmas Story dramatization during the Youth Christmas Mass.
- XIV. Meeting closed at 1110.

Respectfully submitted,
Maryanne Wright