

Staff Meeting Minutes
Holy Apostles Catholic Church
Colorado Springs, Colorado
January 30, 2008

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

Absent: Deacon Chuck Matzker

Maryanne Wright, recording

- I. The meeting was opened with a prayer and gospel readings for February 3, 2008.
- II. Review modifications of last week's minutes: None.
- III. Parish Ministerial Staff
 - A. Mike McGrady:
 1. The youth are participating in the Super Bowl Party for the Homeless. This is a lesson in charity and community service. The Youth will bag up the socks for the homeless that will be distributed.
 2. The chastity rally is coming up February 10th.
 3. Mike would like to have 1:30-3:30 pm blocked off on Sundays on the calendar for the youth. The times will be reevaluated in June. Mike will continue to be flexible to accommodate one time events who may need rooms during this time.
 - B. Mary Parsons
 1. This is Catholic Schools Week and her staff will be handling problems that may arise while the staff meets here.
 2. Mary has invited the nuns to speak regarding vocations and the religious.
 3. Her preschool participated in the socks for the homeless for the Super Bowl Party for the Homeless.
 4. Since the Accreditation Report has been submitted, she will now have to be prepared for the unannounced visit from the national officials. Mary may need rooms for that group to meet while they are here.
 5. Enrollment is at 130 children with 132 being the goal number of enrollments.
 6. Mary has received \$13,000 from the diocese.
 7. Scholarship applications are routinely given along with the applications to the school.

C. Audrey

1. She has procedures and information available on Liturgical events for the Intergenerational Day.
2. Ash Wednesday is next Wednesday.
3. Audrey is preparing liturgical events for all Lenten activities. The planning is taking much time. She is looking for someone to coordinate the Seder meal.

D. Pat

1. She has received lots of hats, gloves and socks for the Super Bowl Party for the Homeless on Sunday. Paul Wacker has been instrumental in organizing this event.
2. Margret Waldie will take over heading the Pastoral Outreach Program.
3. Pat will be meeting with all Outreach groups to make sure they are aware of the changes in terminology for Ministerial positions.

E. Mary Superata

1. Rite of Sending will be celebrated at the 9:30 am mass on February 3rd. Rite of Election is Sunday, February 10th at 10 am, St. Mary's.
2. Mary's meeting with her talented team regarding Intergenerational Day has been very successful. They are trying to give meaning to the liturgical events of Lent from a formation stand point. The goal is to raise awareness of Holy Week and the other events. The take home packets will explain rituals and have information on the traditions of the church. Mary should have the schedule for our priests so that they can plan their participation and schedules.
3. March 1st is the Lenten Intergenerational Day. There will be two seatings: one in the morning and one in the afternoon.
4. For March her department is planning to pray for children around the world and has received information from the Holy Childhood Association. Cindy Good is making prayer cards for the classes. RE will be distributing cards for all to pray for RCIA and confirmation candidates. RCIA is now the School of Formation's focus. Mary is doing interviews at this time.
5. , Help will be needed to coordinate the Seder meal. The possibility of placing a request for help in the bulletin was suggested.
6. The Lenten take home packets will be available on March 1st.
7. The take home "rice bowl" boxes will use the Christmas boxes and will have a quote from Mother Teresa taped to

the box. After the boxes are put together, they will be available on Ash Wednesday.

F. Sam

1. Cards will be collected for the Returning God's Gifts Campaign, the diocesan campaign, this weekend. The goal for Holy Apostles is \$160,000 this year. Last year our goal was \$108,000.
2. Bishop's Charter Meeting is scheduled for February 11 at 9:30 at Holy Apostles. The diocese Bishop's Charter will arrange lunch. Sam is the Holy Apostles representative. Twenty to thirty people will participate.
3. Fr. Richard, of the Legionnaire's of Christ, will talk to the staff on February 7th.
4. In February, on three consecutive Sundays, Sam will meet with those that have indicated interest in the three new ministries: the Coffee shop, Apostles of Hope, and the Newcomer ministries.
5. Sam has met with Big Fish and using the calendar, next year's needs have been mapped out.
6. There will be modifications to the parish website so that real time modifications can be made to the site.
7. Sam has made a point of capturing the email addresses of the parish members and volunteers. The email database will also be used to promote the eScrip Program. The parish calendars have been used by Big Fish who has shown them to other parishes as an example of a marketing/evangelization effort for parish events.
8. Sam has met with a parishioner who is knowledgeable about MP3 files and how sound can be added to the website. This individual is already in the sound ministry. There is the possibility that homilies can be placed on the website.
9. Updating the plasma screen will also be easier. If the staff gets all submissions/changes in by Monday, updates will be done by the following weekend.
10. There will be Parish Ministerial updates and schedule of events in the Easter bulletin. Events between Easter and Christmas will be included.
11. Suggested that a series of "Do You Know..." questions be placed in the bulletin to promote the new language concerning the Ministries and the Apostles of Hope White Paper/Plan.
12. The Sunday Visitor is sponsoring a National Stewardship Presentation: the theme is to represent the parish as Intentional Disciples.

IV. Ordained Members

- A. Fr. Joe
 1. Light of Christ Retreat begins tonight.
 2. The Bible Study class will conclude the Old Testament study and begin the New Testament in two weeks.
- B. Fr. Paul
 1. With the acquisition of the land, St. Benedict's will start to "open up". Fr. Paul is working with the planning committee to establish short term and long term plans.
 2. There will be a ceremony in April to "plant the cross" for this project. Deacon Sherman is a good organizer and will be a good shepherd for this project.
 3. Thanked Sam and the staff for the Staff Workshop. It is Fr. Paul's intention to meet with several of the groups in the parish regarding their activities. He will stress unity of effort and adherence to the parish mission.
 4. Fr. Paul intends to meet with the Visioning Body to bring them up to date on various staff changes and initiatives.
- C. Deacon Mike Leverington
 1. On Sunday, he and his wife will celebrate their 40th wedding anniversary.
 2. Mike will speak at the World Marriage Day liturgies (next weekend).
 3. Mike and his wife are planning their next trip to Africa. There are parishioners who are interested in going on the mission trip. The political situation is volatile in Africa.
 4. Mike and his wife are continuing the effort on behalf of the Hope Alive Program.
- V. Administrative Support.

Maryanne: asked that the Ministries and their groups get all of their groups to turn in scheduling forms for the next 12 months. The forms were mailed or given to the ministries last month. The calendar is already filling up through the summer of 2009.
- VI. Bulletin board requests. None.
- VII. Fundraising/Vestibule Use Requests. Benet Hill Raffle approved for February 16-17.
- VIII. Commentator/Guest Speaker Announcement Requests. Boy Scout Sunday is February 3rd. Awards will be given. The Girl Scout representative will be coordinating the Girl Scout ceremony on March 10th.
- IX. Bulletin Insert Requests:

Citizens for life insert approved.
- X. The meeting was closed at 11:00 am.

Respectfully submitted,
Maryanne Wright