

Staff Meeting Minutes
Holy Apostles Catholic Church
Colorado Springs, Colorado
November 7, 2007

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

Absent: Mary Parsons

Maryanne Wright, recording

- I. The meeting was opened with a prayer and gospel readings for November 11, 2007.
- II. Review modifications of last week's minutes: Noted.
- III. Planning.
 - A. Liturgy Planning for Veteran's Day. Chairs denoting the different branches of uniformed services with a hat placed on the chair, will be placed in the church. The Prayers of the Faithful will also include intercessions for our servicemen and women.
 - B. Baptisms. Baptisms there are no scheduled baptisms during mass through December.
 - C. Visioning Body Meeting with the staff is scheduled for Nov 8th at 6 pm.
 - D. All Staff meeting is scheduled for November 21st at 9 am.
 - E. Stewardship Planning:
 1. Time and Talent Results:
 - a. Approximately 424 cards were received back. This was a relatively low number. Seventy-seven people have indicated that they were interested in the coffee shop ministry. Approximately 27 have indicated that they might be interested in the planning aspect of this new ministry. Fifty seven people have indicated an interest in being part of the welcoming ministry and a small group have indicated that they are interested in the planning part. Thirty-four people have indicated an interest in becoming catechists. This number was divided between RCIA and the Youth. Twenty seven people are musicians and want to be part of this ministry.
 - b. Regarding the nine identified focus groups, the following numbers indicated interest: elderly: 63; poor: 51; military: 41; youth: 31; unchurched: 17; 13 each for the disabled and the immigrants ; the fallen away: 29; and 29 for the single parent group. The banners will

- continue to be displayed in the church and the chalice symbols will be available for the parishioners to place on the banners.
2. This weekend, witness talks will be held. November 18 is Commitment Sunday. This weekend the tabulation card will be available to the parish so that they can start to realistically determine what their Treasure commitment will be.
 3. Letters will be sent out to the parish regarding their indicated commitment to the treasure portion of stewardship. One will be addressed to the responders and one to the non-responders.
- F. 2008 Parish Calendar: Sam has asked that everyone submit pictures/events that might be used for the calendar. Major parish events will be placed on the calendar for reference.
- G. 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 is March 2nd.
- IV. Evangelization/Marketing. No Updates.
- V. Miscellaneous Issues.
- A. The drawing for the Advent Angels will be on November 26th. Gifts will then be exchanged at the staff Christmas celebration.
 - B. The Maryknoll priest will be here on November 24-25. The deacons will do the announcements.
- VI. Bulletin board requests.
- A. Ann McCann has requested that several Marian Brochures be place in the rack in the vestibule. This request was approved.
 - B. Theology of Body posters have been approved for posting. The posters advertize a talk by Christopher West on Dec 4th at St. Patrick's.
- VII. Fundraising/Vestibule Use Requests.
- A. Olivewood will be in the vestibule on 10-11 November.
 - B. Boy Scout Greenery pick up is on Dec 2nd in the parish hall on the tile side.
 - C. Book Fair requested by Aquinas and More scheduled for Feb 9-10.
- VIII. Commentator/Guest Speaker Announcement Requests. Will be made before mass this weekend because of the numerous announcements.
- A. Olivewood Sales this weekend.
 - B. Blood pressure checks this weekend.
 - C. Second Collection: Catholic Campaign for Human Development.
- IX. Bulletin Insert Requests:
- A. Bishop's Letter for Catholic Campaign for Human Development.
 - B. Rite of Welcome for RCIA flyer.
- X. Second Collection. Catholic Campaign for Human Development on Nov 11th
- XI. 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: See Mary Superata's input in Roundtable.
 - G. Coffee and doughnuts: no changes
 - H. Care of Mexican Immigrants: no changes.
 - I. Additional Bulletin Boards: No update.
- XII. Roundtable.
- A. Fr. Paul:

Would like to see the Black Catholic organization start participating in the parish. Their dinner and potluck was last weekend. Fr. Paul was very impressed with the speaker.
 - B. Sam: Choir members will have background checks performed..
 - C. Mary Superata:
 1. Rite of Welcome is on November 18th.
 2. RCIA members had their pictures taken for their holy cards. The cards will be ready in about a week. Parishioners will be invited to take them home. KOC will be serving the breakfast on Nov 18th.
 3. MOPS is assembling the take home packets for advent on Nov 15th.
 - D. Mike Leverington:
 1. Mike will be the coordinator for Holy Apostles for the Salvation Army Christmas Dinner. He is waiting for a return call from the Salvation Army Coordinator.
 2. Mike will be gone December 1-16.
 - E. Fr. Joe Damhorst:
 1. During November, Fr. Joe will do the anointing of the homebound. Fr. Paul will help with this. Pat will help compile of list of persons who may want to be anointed.
 2. The second half of the DeSales Bible Study Program is ready to begin.
 3. Six to eight people have signed up for the Retreat in Daily Living program.
 - F. Pat Van Horn:
 1. The diocese does not have a definitive outline for the grief ministry.
 2. The purchased shares for Brown Bag have been lower than at the same time last year.
 3. The Knights of Columbus will be asked at their bimonthly meeting tomorrow night to help "man" a kettle for the Salvation Army during the Christmas season.

G. Mike McGrady:

1. The Life Teen Omega retreat will be from Nov 30-December 2nd at Temples Hills in Woodland Park. Teens will be back by the noon mass. Fr. Paul asked if a priest was needed for the conference. Mike will get the schedule.
2. Mike would like the teens to do "witness" talks and light the advent candle at the noon mass.

XIII. The meeting was closed at 11:50 am.

Respectfully submitted,
Maryanne Wright