

Staff Meeting Minutes
Holy Apostles Catholic Church
Colorado Springs, Colorado
November 21, 2007

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

Absent: Deacon Mike Leverington, Mary Parsons and Deacon Chuck Matzker

Maryanne Wright, recording

- I. The meeting was opened with a prayer and gospel readings for November 25, 2007.
- II. Review modifications of last week's minutes: None.
- III. Planning.
 - A. Baptisms. There will be a baptism on December 25th at the 9 am mass.
 - B. All staff meeting next Wednesday. The office will be closed from 9:30 am to 12:00 pm.
 - C. Stewardship Planning:
 1. Time and Talent Feedback.
 - a. Coffee Shop and the Newcomer Hospitality groups have received high levels of interest.
 - b. On January 19th, 2008, members of those who have expressed interest in participating in ministering to the needs of a focus group will meet. Before that meeting, a strategy meeting is scheduled for December 14th. The Ministry heads will participate. A structure for the groups will be given so that everyone is on the same page. The clear structure and training will encourage a group that can effectively minister. The staff can then effectively form, send and nourish. The challenge is how to guide those that have expressed interest in helping the nine identified focus groups. Leaders, planners and workers will have to be identified. Eventually the effort to minister to the needs of a focus group effort may require that the effort evolve into a ministry.
 - c. To enable the interested people to effectively help those identified groups, they will have to be "formed". This is a challenge to the staff to properly train those individuals and then to offer effective guidance as the group grows and ministers.

- d. Right now we have approximately 70 groups that meet at Holy Apostles. Staff member will have to meet with these groups and establish how they are carrying out the mission of the parish and how they can be guided to minister to the needs of our parish. Stephen Ministry was singled out as the flagship Ministry. Not only does this ministry train caregivers, but they train Christian caregivers.
- 2. Treasure Cards were collected last Sunday. The number of cards returned was low, but cards will probably continue to be received.
 - a. Statistics were given for each mass on November 18th. Any cards that are returned after this date will be categorized into the "other" category.
 - b. Pledges were up 12% from last year.
 - c. There were only 400 responders and 1900 non-responders. Many people give, but don't respond. There are 600 core families that "live" the mission. These families are disciples that are growing.
- D. 2008 Parish Calendar: Sam thanked the staff for all of the inputs. Bill Johnson, who participates in the Social Justice Ministry, wants to include quotes on social justice on each page of the calendar. Jay Richards has committed to be present at all of the major parish events to take pictures for the future calendars.
- E. First Friday Adoration. To foster prayer, silence will be maintained and the rosary will not be recited every hour. Flexibility is the key to accommodate all prayer styles.
- F. Christmas Outreach. 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.
- G. Salvation Army Dinner. No update.
- H. 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 Tuis is scheduled for July 7-11.
 - 4. Just Faith Lenten Series. Bob Johnson has discussed with Sam the possibility of having a series of social justice issues presented to the parish during Lent. Mary Superata will examine the content. Bill and Gail Rappold are the

coordinators for Living Just Faith at Holy Apostles and will meet with Mary.

- I. 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.
- J. 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. Publicity and content will be discussed. The staff is happy with the long lead time before the festival.
- IV. Evangelization/Marketing. No Updates.
- V. Miscellaneous Issues. None.
- VI. Bulletin board requests.
None.
- VII. Fundraising/Vestibule Use Requests.
Boy Scout Greenery pick up is on Dec 2nd in the parish hall on the tile side.
- VIII. Commentator/Guest Speaker Announcement Requests. Will be made before mass this weekend because of the numerous announcements and will reference bulletin articles.
- IX. Bulletin Insert Requests:
December calendar on front and Christmas chorale flyer on back.
- X. Second Collection. Maryknoll on 24-25 November.
- 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: Discussed earlier.
 - G. Coffee and doughnuts: no changes
 - H. Care of Mexican Immigrants: no changes.
 - I. Additional Bulletin Boards: No update.
- XII. Roundtable.
 - A. Fr. Paul:
 - 1. Divine Mercy picture. Fr. Paul has asked for staff input as to placement in the chapel.
 - 2. On December 9th, the diocese will celebrate the Our Lady of Guadalupe's feast day with a celebration. Yvette Trivino and her family will carry the Holy Apostles banner in the precession. The precession will be at 2:30 and the mass will be at 3:00 at St. Mary's.
 - 3. Fr. Paul is considering developing a Spanish language baptism class.

4. The partnering meetings with the staff will be starting next week.
5. Fr. Paul has proposed that a woman, who has expressed an interest in becoming a Catholic, speak to the staff to share her faith journey.

B. Pat Van Horn:

1. Refugee Ministry will disband; the health of the leader and the disorganization of the partnering churches were cited. Funds will be turned over to Outreach. A mass will be celebrated for the people who have participated in this ministry. The Refugee Ministry will be removed from the parish newcomer pamphlets.

2. Three hundred and sixteen Brown Bag shares were sold. Mt. St. Francis brought bags of food.

C. Audrey:

1. Christmas Choir rehearsal from 9-10 on December 8th, 15th and 22nd.

2. An individual would like to schedule a piano recital on 13th, 14th or 17th of December at 6 pm. There will be a charge for use of the sanctuary. No sound technician needed.

3. An individual wants to advertise on the back of the bulletin. A phone number is listed on the back of the bulletin.

D. Mary Superata:

1. Intergenerational Day will be on December 1st. Some parishioners, who are not Religious Education participants, are attending.

2. Four people will be received into full communion on December 2nd.

E. Fr. Joe: Falcon Bible Study Class will probably join the Monday night group at Holy Apostles due to low numbers. The Ignatian Prayer group has about 8-10 people signed up.

F. Sam: Staff Christmas Party at Sam's house on December 19th. Financial Peace University is going well. Some participants were not registered as parishioners.

G. Mike McGrady: Middle School kids skating on Sunday; LifeTeeners will discuss their retreat on November 24th.

XIII. Meeting closed at 1150.

Respectfully submitted,
Maryanne Wright