

St. Teresa of Avila Parish
1930 N. Kenmore Avenue
Chicago, IL 60614
773-528-6650/773-871-6766 Fax
www.st-teresa.net

St. Teresa of Avila Parish Pastoral Council Minutes
Monday, May 12, 2008

Our Preamble: As a Catholic Christian Community, we center our life and worship in the Eucharist liturgy to listen and reflect on God's word, to bless, break and share the Body and Blood of Christ. This empowers us to care for and about one another, in joy and sorrow, all in God's name. Through the infinite guidance of the Holy Spirit, this prayer-based leadership council is formed to carry out God's Word and to serve the parishioners of St. Teresa of Avila Church.

Our Meetings: Our Parish Pastoral Council (PPC) meets each second Monday of the month at 7:00 pm in the St. Teresa of Avila Parish Center, 1950 N. Kenmore Avenue, Chicago, IL. For more information about our Parish Pastoral Council, please contact 2007-2008 Chair Eric J. Fredericks at eric@ericfredericks.net. To report your absence as a PPC Member, please contact 2007-2008 Secretary Valerie J. Williams at vjwritesu@yahoo.com.

Call to Order: PPC Chair Eric J. Fredericks called the meeting to order at 7:05 PM.

In Attendance: PPC Members: Dave Hilko, Judie Kaiser, Tom Kinsella, Elizabeth Oldroyd, Dana Vance and John Wagner. PPC Exec Council: Chair Eric Fredericks, Vice Chair Jessica Schneider and Secretary Valerie J. Williams. Guest: Stephanie Gladney Queen, Branding Team

Absent/Excused: Fr. Ron Galt, Hank Matecki, Dan O'Neil, Bob Pedro and Bob Wolff.

Opening Prayer: Valerie J. Williams read an opening prayer about leadership.

General Remarks: There were no general remarks.

Approval of April minutes: Minutes submitted to members were approved with minor revisions. Motion to approve by Elizabeth Oldroyd, seconded by Judie Kaiser.

Pastoral Report and Liturgical Update: Valerie Williams provided the updates in the absence of Fr. Ron Galt.

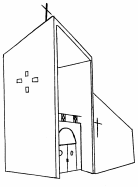
- New Pastor Update: The official installation for Fr. Frank Latzko will take place on Sunday, October 19, 2008. The Mass will include a tri-celebration of Fr. Frank's 25 years in the priesthood, the St. Teresa of Avila Day celebration and his installation as pastor. A hospitality event will take place in the Parish Center as well as off site to accommodate these three celebrations. A preliminary Installation Committee is working on the event.
- Summer Festival Committee: There will be no festival this year but St. Teresa hopes to become involved next year with an event to coincide with the Sheffield Garden Walk. Initial meetings with the Sheffield Neighborhood Association have proven beneficial.

Religious Education Update: There was no report.

Financial Update: There was no report in the absence of Hank Matecki.

Previous Business:

- Branding St. Teresa's Update: Members of PPC met the Branding Team and sat through a presentation of the work that has been conducted to date. Members of the Branding Team and their areas of expertise as defined by the Branding Team are as follows: **Consumer Research:** Jessica Schneider and Mari Kate Costin; **Marketing:** Cheryl Mason and Kim Peters; **Brand Communication Design:** Stephanie Gladney Queen, Brian Graziano and Steve Graziano; **Website Programming:** Sharon Dudley; **Project Management:** Becky Graziano; and **St. Teresa of Avila Expert/Senior Catholic:** Hank Matecki. All members were present for the presentation with the exception of Mari Kate Costin and Sharon Dudley. The presentation addressed Brand Ministry Goals: 1) increase accessibility to parish ministry through parish communications (i.e. website, bulletin, signage, brochures); 2) increase young adult participation in parish ministries; 3) establish ways for parishioners to establish a connection to the parish outside of Sunday Mass. The branding team presented edits of contextual video interviews conducted with various parishioners. Across the board, the consensus from those interviewed was unanimous in seeing the Parish as a welcoming community where people feel comfortable. The music ministry supports reasons why parishioners keep coming back and the energy between the musicians and the community is a reciprocal dialogue. Branding Team Next Steps include graphic design of a parish logo, color palette and



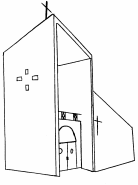
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Previous Business:

- typography; continuity of the design into the bulletin, website and other communication materials; and the identification of signage and events where the Parish will gain visibility. The launch of the parish brand is set for October 2008 with the Installation of Fr. Frank Latzko as pastor. **Discussion:** Members of PPC asked questions regarding need for Archdiocese guidance, page increase in the bulletin to accommodate changes, and incorporating the bilingual elements. It was determined from discussion that the Archdiocese does not need to have approval of the redesign. In addition, the bulletin is paid for by advertising so expanding the bulletin would likely be offset by advertising revenue. Participating in discussion: Dave Hilko, Tom Kinsella, Elizabeth Oldroyd and John Wagner.
- **PPC Info Night and Discernment:** Eric Fredericks shared that one person showed up for PPC Info Night at the end of April. He is a friend of staff and a new member of the parish and was given information about PPC. Four members of PPC discerned on Monday, May 5 – Eric Fredericks, Dana Vance, Dave Hilko and Tom Kinsella. Tom has committed to another three year term on PPC, beginning this September. Other members will continue to serve out their terms. The next discernment is Wednesday, May 14 for the rest of PPC and potential new members. Michael Zost will once again assist with the discernment process with Jessica Schneider serving as back-up support. Potential new members include Matt Priesbe who is a ministry leader for RCIA and was co-chair for SITC last year and a return from Alex Lopez who served on PPC in the past. Various parishioners were approached but declined to discern due to previous commitments. Several members of PPC have yet to discern and were encouraged to evaluate their PPC commitment. PPC agreed to have discussion with members absent from the May PPC meeting. Parishioners who have discerned are encouraged to attend one PPC meeting in June, July or August prior to the start of the 2008-2009 PPC year.
- **Leadership Day:** Eric Fredericks reminded Council members that Leadership Day will be held on May 31st in the Parish Center from 8:30 AM – 1 PM and that PPC attendance is required. Eric reviewed the final program. A list of attendees and RSVPs was unknown at time of meeting. Members expressed concern about the uncertainty of their role at the meeting. Questions that were mailed to the ministry leaders were reviewed by PPC. A review of logistics for set up, food and clean up was discussed. The Friday night set up team would be Eric, John and Valerie. The Saturday food set-up team would be Dave, Dana, Jessica and Valerie. The Saturday clean-up team will be Eric and Dave. **ACTION:** Dana Vance agreed to follow-up with Erica Saccucci and forward the list of attendees and RSVPs to Elizabeth Oldroyd and Valerie Williams this week for follow-up phone calls. **ADDENDUM:** PPC Members in attendance determined which Commission they would represent at Leadership Day as follows (first/second choice): Eric Fredericks – Parish Life/Spiritual Life; Jessica Schneider – Spiritual Life/Education; Judie Kaiser – Human Concerns/Parish Life; Dave Hilko – Education/Spiritual Life; John Wagner – Spiritual Life/Parish Life; Tom Kinsella – Human Concerns/Spiritual Life; Elizabeth Oldroyd – Spiritual Life/Parish Life; and Valerie Williams – Human Concerns.

New Business:

- **Commission Revision Update:** Jessica Schneider handed out a revision of the Commissions that was reviewed by PPC Exec and Fr. Ron. Valerie Williams advised that there was no need to have an amendment to the PPC Constitution as the original formation was four Commissions but the parish did not have enough ministries to break out into four areas. The four Commissions are Spiritual Life, Education, Parish Life and Human Concerns. **Discussion:** PPC members reviewed the groups and added Spanish Bible Study under Education, the Environmental Committee from Parish Life to Human Concerns and dropped revised Spanish Language Classes to read Language Classes given that St. Teresa Parish is at minimum, tri-lingual. Breakfast with Santa was missing from the list and would be added to Parish Life. **ACTION:** Jessica Schneider will revise the Commissions and Ministries, secure a final sign-off from Fr. Ron and distribute the revised list to PPC via email or at the June meeting.
- **Summer in the City (SITC):** Valerie Williams reported for Fr. Ron that as of the PPC May meeting, no date or venue had been finalized. The SITC Co-Chairs are Mimi Kelly and Courtney Littel. A meeting for SITC will take place on Tuesday, May 20, 2008 in the Parish Center. **Discussion:** There was concern from PPC that nothing has been publicized for SITC, the largest fundraiser for the Parish. It was suggested that the Co-Chairs attend the June PPC meeting to give a report. **ACTION:** PPC Exec will follow-up with Fr. Ron and inform PPC as to the latest developments.



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Agenda Items for June: Leadership Day update, PPC Discernment update, New Pastor Update, SITC.

Announcements:

- Dave Hilko will provide the opening and closing prayer for the June 9, 2008 PPC Meeting.
- Leadership Day is Saturday, May 31, 2008 from 8:30 AM – 1:00 PM.
- **Food Pantry:** Tom Kinsella announced that help is needed on Friday AM with distribution of the food. The numbers are increasing to 100 bags and the cost of food is increasing as well. The fundraiser on May 9 at John Barleycorn raised \$1,248. The previous balance was \$1200 so there is enough cash on hand through August. Tom raised concerns about whether the parish will continue to support this ministry, the possible need to cut back, the limited numbers of parishioners helping out and the high cost of burnout. The Food Pantry is exploring resources outside the parish for support but the questions remain in terms of what the blocks are to getting people involved in this ministry. Judie Kaiser voiced concerns about lack of publicity this year and a subsequent poor turnout for the fundraiser. Fr. Frank Latzko participated and reportedly enjoyed meeting parishioners and socializing. Both Tom and Judie indicated that there was an urgent need for financial and staffing resources in the Food Pantry. Parishioner involvement issues will be addressed at Leadership Day. The Food Pantry is planning a ministry meeting on Monday, May 5.
- **Parish Sharing/Multi-Parish Happy Hour:** Judie Kaiser made another pitch for St. Teresa's involvement in this event. She reviewed the history of the event and which parishes have participated and which ones pulled out. Judie has attended this event for five years with "good fellowship" and believes it is a way for people to meet other people across Chicago. Eric Fredericks reminded PPC that the ultimate decision to participate rests with the pastor. **ACTION:** Further discussion of this event will be tabled until the arrival and investment of Fr. Frank.

Closing Prayer: Valerie Williams said a prayer about service from St. Ignatius of Loyola.

Adjournment: Council collectively read the Prayer of St. Teresa of Avila. The PPC May Meeting adjourned at 9:28 PM.

Respectfully submitted:

Valerie J. Williams

PPC Secretary

6/8/2008

Christ has no body now on earth but yours, no hands but yours, no feet but yours.
Yours are the eyes through which Christ's compassion is to look out to the world.
Yours are the feet with which Christ is to go about doing good.
Yours are the hands with which Christ is to bless all people now.
-- Teresa of Avila