

Catholic Community of Waukesha Pastoral Council Meeting Minutes

Date of Meeting: Thursday, January 18, 2018

Members Present: Cathy Bailey, Chris Brown, Fr. Harry Buzbuzian, Jerry Campbell, Luanne Cocoran, Boni Danner, Dan Domach, Greg Garland, Flor Gonzalez, Ed Greil, Jim Hinchman, Greg Johnson, John Kendellen, Marty Larson, Joe Mazza, Rob Olejniczak, Deacon Barry Saylor, Dale Sinkula, Jennifer Wall

Excused: JoAnne Burgardt, Fr. Howard Haase, John MacGregor, Fr. Jose Nieto, Ken Walter, Fr. Chuck Wrobel

The meeting was called to order at 6:58PM with our statement of how the meeting will be successful and was begun with prayer and reflection

Topics/Issues/Projects Discussed

- Pastoral Council 'Town Hall' Execution
- Communication Committee Updates
- Closing Comments from the Priests

Decisions Made

- Confirmed December meeting minutes
- Sharing Session name
- Decided on 2 Sharing Sessions at different times & locations - one Saturday morning at St. John Neumann and one Thursday evening, during our March Pastoral Council time slot, at St. Mary

Follow-up Work / Person(s) Responsible

- Rob to schedule Sharing Session dates & locations
- Rob to reach out to Juana regarding translator availability for Sharing Sessions
- Executive committee to get Sharing Session information publicized (bulletins, website, narthex monitors, pulpit announcements, ...)
- Dan to reach out regarding sign language translator availability for Sharing Sessions
- Rob to update Sharing Session ppt framework slides (based on feedback)
- Executive committee to decide who will facilitate the Sharing Sessions
- Cathy to meet with logo designer and share his comments / revised drafts with Pastoral Council
- Liaisons to fill out and share commission reports with Pastoral Council
- Luanne will bring her camera & setup again in February to take pictures of the remaining Council members & trustees (who do not already have them)

The meeting concluded at 8:20PM with a closing prayer

Next Pastoral Council Meeting: Thursday 15 Feb 2018, 7:00PM, Vercelli House

Discussion Details:

Pastoral Council 'Town Hall' Execution

We spent much of the meeting discussing logistics for the executing the Pastoral Council 'Town Hall' meetings.

The first main point that was discussed was over the number of sessions and location. Rob pointed out that the executive committee was concerned over having 4 sessions due to logistics, in particular the required time commitment on the part of all the Council members. Ideally, we want all the Council members at all the 'Town Hall' sessions. Rob shared that perhaps 2 sessions is a compromise, especially as St. Joseph and St. Mary as well as St. John Neumann and St. William have already had a history of working together. Luanne expressed her concern that she doesn't like segregating the Parishes as that really defeats the purpose of what we have been trying to accomplish. Cathy responded that the executive committee had not meant to exclude or segregate, but rather thinking about Parishioners comfort level in various settings. The idea was that the 2 dates would be open to everyone and people could select which session they wanted to go based on availability (time/date) or location comfort. The Council decided that 2 dates made the most sense and that we should target sessions at St. John Neumann and St. Mary.

Second, we talked about the target dates for the sessions. We also decided to hold one session on a Saturday morning and one session on a week night, specifically a Thursday night at the regular Pastoral Council meeting time to maximize Pastoral Council attendance. Boni suggested that we should consider not holding the Thursday night session at St. John Neumann because they hold bible study that night. There were some suggestions that holding the session before or after the bible study at St. John Neumann may make it more convenient for some folks to attend, but the conclusion was not to stack too many things together at the same time (logistics of a very long night and conflicting messaging). Therefore, the decision was made to hold the Saturday morning session at St. John Neumann. Then the target would be to host the second session at St. Mary on a Thursday Pastoral Council night. The Council decided to target the Thursday night session for our Thursday March 15 Pastoral Council date so that we have our February meeting to finish preparations. Likewise, we decided to target Saturday March 3, nominally from 9:30 – 11:00AM for the session at St. John Neumann. Rob volunteered to check the location availability and schedule the sessions.

After deciding on 2 sessions with tentative dates, times, and locations, we discussed other logistics. During the sessions we will want to make sure we have Spanish language translators present to translate. Rob volunteered to contact Juana about scheduling translators. Flor said that she would also be willing to translate. Dan volunteered to reach out to sign language translators to see if we could also have that service available at the sessions. We will need to get the information into the bulletin, onto the website, TV screens, pulpit announcements, etc. and communicate these sessions out to the Parishioners. It was agreed that the executive committee would work on these logistics.

Next Rob walked the Council through the draft PowerPoint slide 'framework' he created for the sessions:

- 1) Objectives: truly listen & engage and be part of the solution
- 2) Background: how we got where we are today
- 3) Achievements: a subset from a list Marguerite compiled with the staff
- 4) Challenges: while we don't want a laundry list to feed the discussion we do want to acknowledge that there are things to work on / things are not perfect
- 5) Ground Rules: continues & considers, do we open the floor to individuals or have small group discussion with a subsequent report out?
- 6) Next Steps: the Pastoral Council will record the comments and make actions based on the sessions

Comments on the framework included:

- a reminder that we should always start and end our meetings with a prayer.
- Ground rules: There was a suggestion that if someone shares a complaint they should also recommend a solution.
- Small group format: Some Council members shared that they don't like the small group / table format because it is much easier for conversation and comments to get missed. Folks also thought that small groups could 'fuel' dis-satisfaction. One thought for small groups was that people might have more courage to share in the smaller setting rather than a larger one, however others felt that the people who will come will likely be there because they want to speak / share.
- Framework / background: While the idea of people sharing 'considers' is good, the question came up as to whether everyone would have the same framework? For example, would everyone know the information included in the pamphlets that we the output of the 'In the Steps of Jesus' planning (with our mission statement, goals, ...)? Would everyone be on the same page as all of Fr. Howard's letters and the communication flyers from the last 6-8 months? We need a structure and framework, but we also need it to be simple. How can we help provide context? Maybe we have many of the 'old' handouts available in the back for reference. Should we send 'prep' information out to Parishioners beforehand? We definitely want Parishioners to have the logistics (dates & times) and an objective. Should we also include accomplishments, 5 pillars, ground rules for engagements and allow folks time to frame comments? These could be shared as a one-pager at the back of Church or on the webpage... Fr. Harry shared that he likes the ground rules for engagement, but warned not to get to heady. He thinks that it is a good idea to share information ahead of time, but keep it SIMPLE and not very long. The Council came to a consensus that we should try to have the same information in all places rather than try to direct folks to the website for additional information. That way everyone is on the same page.

Then we discussed what we want to call these sessions. It was agreed upon not to call them Town Hall sessions as that is what the mandatory corporate meetings are

typically called and we do not want to create unnecessary confusion. There was concern on calling these listening sessions as, while this is what we want them to be, there may be a connection with negativity. A new suggestion was to call these sharing sessions as the sharing goes both ways. The Council came to the decision to call these sharing sessions.

Finally, we ended this topic with more logistics / comments:

- There will be a facilitator. The executive committee will discuss and decide who will moderate.
- Are there additional people we want to make sure to invite?
 - o Archdiocese (Mark Kemmeter)
 - o Waukesha Catholic (Lisa Kovaleski)
 - o Clergy?
 - The sessions will definitely be Pastoral Council led
 - Stress that the Pastoral Council is the conduit to clergy
 - These sessions are peers talking to peers
 - o Staff
 - Steve has said that he is encouraging his directors to attend and the rest of the staff if they wish
 - They should make sure that they are also only here to listen and not answer all questions (or take things personally)
- Is this an opportunity to promote Pastoral Council? Probably not necessarily, but we do need to get the process of Council nominations started soon.
- Should we have introductions of the Pastoral Council? Yes, but we want to keep them VERY short as we do not want to take away time from the main purpose of these sessions.
- Should we record the sessions? No, but we do want to make sure we take good notes
- Suggestions on dealing with questions, especially if there are more questions than we have time for:
 - o Have folks write questions down and then read them
 - o Have folks write questions on poster boards
- Do not answer every comment – LISTEN
- Two additional ground rules:
 - o If someone has already made a comment, please do not repeat it
 - o No actions are being made today, we will have a report out at a later time with a summary of our actions
- Should we have refreshments? Yes

Communication Committee Updates

Cathy is working with James Avilez on updates to the logo. More to come in the coming month.

Additional updates

Boni reminded us that last year we started the nomination process for new Pastoral Council members in January. We need to get started on that soon.

John's Formation Commission report was that they are working on catechist descriptions.

Cathy requested that Pastoral Council liaisons to our key audiences please fill out the commission reports and share the information with the Pastoral Council so that we can keep information flowing.

Luanne shared that the pictures she took in December are finished. However, there are still a few folks (Dan, Joe, Ed, Dale) who she does not have a picture for. Luanne will bring her camera and setup again for the February meeting so that she can get take the remaining pictures. Regarding posting the pictures, she said that she does not know what each of the Parishes have done in the past. Can each Parish take care of posting the pictures? Luanne would be able to give someone the pictures in electronic form so that they can print and post. Ideally, we could also use these and post them on the website.

Closing Comments from Fr. Harry

Fr. Harry shared some final thoughts with everyone:

"When answers are simple you know they are coming from God. Make sure we can make complicated simple."

It is "not how much we do, but it's how much love we put into it and how we approach the people."