

**ST. DANIEL PARISH  
PASTORAL COUNCIL MEETING MINUTES  
March 23, 2010**

**PRESENT:** Fr. Chris, Doug Howell, Maria Trollman, Rob Dutkiewicz, Dawn McLatcher, Erica Zentner, Taylor Hefty, Steve Torres, Robin McKenzie, Steve Savoie, Mickey Ginn, Maggie Maxwell, Tom Scholler, Marianne VanDaele, Louise Green, Kathy Desrochers, Sue Fischer.

The meeting was called to order at 7:08 p.m. by Doug Howell.

Opening prayer was led by Steve Torres.

The mission statement was recited.

The January 2010 minutes were approved.

**EDUCATION SEGMENT:** Chapter four of the encyclical *Caritas in Veritate* was discussed.

**CHAIRPERSON'S REMARKS (Doug Howell):** No remarks.

**PASTOR'S REMARKS (Fr. Chris):** No remarks.

**OLD BUSINESS:** 1) Maggie submitted the Faith Formation Commission's 2010/2011 goals and objectives addressing Stewardship, Evangelization and a Prayerful Community. Goals were written using methods given during Adult Faith Formation's meeting with Sr. Janet Schaeffler. Faith Formation would like to bring Sr. Janet back to speak to all commissions and assist with the rewriting of parish goals and vision statement. Fr. Chris asked for volunteers to be part of a subcommittee to work with Cheryl Smith to plan for October and report back to Pastoral Council. This process will help commissions and Council produce new goals with a given structure method and then use those goals to develop objectives. Steve Savoie, Maggie Maxwell and Mickey Ginn volunteered to be on the subcommittee. 2) The Worship Commission is continuing discussion on a traveling chalice program. Tom will check with Peter Riccardo from the Knights of Columbus on the cost of a chalice. A coordinator will be needed to make sure the chalice continues to move among families. Promotional materials are available through the Stewardship Commission. We will continue to review this at the meeting in May.

**NEW BUSINESS:** No new business.

**REPORTS**

**VICARIATE REPORT (Joe Mazzeo):** Joe was absent, but submitted a written report. 1) A survey was sent to all parishes, prompting speculation that a new Archdiocese of Detroit capital campaign is possible. 2) AOD taxes will go up July 1 from 6% to 7%.

**AD HOC BUILDING COMMITTEE (Maria Trollman):** No report submitted. 1) Kathy Desrochers passed out floor tile samples and outlined plans to engrave inspirational words on randomly placed tiles. Children in Faith Formation came up with a list of words that could be used. The artist is donating the engraving. Tiles will get larger as you move away from the altar. Ten people will go to Tony Bellomo's studio to make engraved tiles to bring back as samples. 2) The Council discussed fundraiser ideas for items not included in the renovation plan, such as new altar furniture. 3) Consensus was achieved on a motion to move forward with using a specified list of words in the floor tiles, artistically placed throughout the church. 4) Renovations will begin June 7 and should be done by Labor Day. 5) The meeting with the College of Consultors on March 2 went very well. The Archdiocese of Detroit supports the renovation. We must now complete the bid process so we can give firm numbers for final approval to begin construction.

## COMMISSION REPORTS

**CHRISTIAN SERVICE (Louise Green):** 1) Dinner and overnight shelter were provided for 50 people at Baldwin Center of Hope on March 10. 2) All 400 eggs were taken for the Easter Basket Campaign. Baskets were delivered to St. Joseph Hospital Pediatrics Department; Care House of Oakland County; Oakland County Jail Chaplaincy; and Sunrise, Pine Tree, Heather Pines, and Drakewood assisted living residences. 3) Faith Community Nurses are considering a mini healthcare fair on September 26. 4) The Job Ministry's presentation on skills assessment studies relating to Oakland County emerging sectors had good attendance. 5) The Military Support Group will present Steven Shiel, who was wounded in Afghanistan, with a prayer shawl and a Bible inscribed with his name. 6) Christian Service is working on their goals and objectives report for May.

**FAITH FORMATION (Maggie Maxwell):** 1) Adult Faith Formation met with Sr. Janet Schaeffler and talked about the possibility of updating parish goals and vision statement (see Old Business) . **Youth:** 1) Erica introduced Taylor Hefty, who is taking the junior youth rep spot on the Pastoral Council, and will fill the senior spot next year when Erica leaves. 2) The Subiaco retreat went very well, and Stations of the Cross had a good turnout. 3) Youth Group numbers are down to about 20 on average, but close to 50 attended on College Night.

**STEWARDSHIP (Tom Scholler):** 1) Tom distributed charts comparing offertory contributions by age group and range of gifts, which show that 367 registered parishioners, or approximately 23%, give \$0, and that those under the age of 30 do not have a record of giving. Discussion took place on how best to encourage parishioners to participate. 2) Rob suggested we revisit the idea of forming an Evangelization Committee. This will be placed on May's agenda under New Business. 3) Maggie noted that Faith Formation is still in the process of figuring out logistics for children's envelopes. 4) During Stewardship Commitment Weekend, 380 adults and 85 youth committed their time and talent to parish ministries and programs, and 277 pledge cards were returned, up 120. "What stewardship means to me" generated 52 responses, enough for one per week in the bulletin. Steve Torres noted that some people who volunteered have not been contacted yet. Thank you letters were sent to those who signed up. 5) The Executive Committee has been invited to attend the next Stewardship Commission meeting on May 10 to approve the 2010/2011 budget, which is due downtown. The budget will be mailed to them in advance.

**WORSHIP (Marianne VanDaele):** 1) Marianne had two spots to fill for foot washing at the Holy Thursday Mass. Two Council members volunteered. 2) Induction/blessing of liturgical ministers will be held at a couple of Masses, probably in the fall.

Closing Prayer was led by Tom Scholler. The meeting adjourned at 9:30 p.m.

**NEXT MEETING IS MAY 25, 2010 IN THE LIBRARY**  
**OPENING PRAYER: Steve Savoie**  
**CLOSING PRAYER: Doug Howell**  
**EDUCATIONAL SEGMENT: Chapter five of *Caritas in Veritate***

**ST. DANIEL PARISH  
PASTORAL COUNCIL MEETING MINUTES  
January 26, 2010**

**PRESENT:** Fr. Chris, Maria Trollman, Rob Dutkiewicz, Dawn McLatcher, Erica Zentner, Steve Torres, Robin McKenzie, Paul Carroll, Steve Savoie, Mickey Ginn, Maggie Maxwell, Tom Scholler, Marianne VanDaele, Patti Moore, Joe Mazzeo.

The meeting was called to order at 7:06 p.m. by Maria Trollman.

Opening prayer was led by Rob Dutkiewicz.

The mission statement was recited.

The November 2009 minutes were approved.

**EDUCATION SEGMENT:** Chapter three of the encyclical *Caritas in Veritate* was discussed.

**CHAIRPERSON'S REMARKS (Maria Trollman for Doug Howell):** 1) Maria asked about St. Dan's response to the situation in Haiti. Fr. Chris said that due to parishioners' generous contributions during the extra collection for Haiti disaster relief, a check for approximately \$10,000 will be sent to Catholic Relief Services, which already has a presence there. Maureen Tippen is leaving in a few weeks on a medical mission trip to the Dominican Republic, which is flooded with people pouring in from Haiti for medical care. We are currently collecting medical supplies for that trip. 2) The Volunteer Appreciation Dinner is Friday night, January 29.

**PASTOR'S REMARKS (Fr. Chris):** Fr. Chris asked that the Vicariate Report be moved up on the agenda, as Joe Mazzeo has to leave early.

**VICARIATE REPORT (Joe Mazzeo):** 1) New officers for Vicariate Pastoral Council will start in February. 2) The Council discussed vicariate plans to communicate proposed changes to the liturgical process and how sacraments will be delivered, which will include pamphlets and workshops when the time comes. 3) Vicariate Youth Ministry is planning to use Theology of the Body for the next school year. 4) Subiaco will be promoted next year among parishes. Erica mentioned that St. Dan's teens love this retreat and find it a prayerful, spiritual, individual experience. 5) Catholic Relief Services has been operational in Haiti for two years, so funds sent will go to work immediately to distribute aid. 6) The Presbyteral Council and Vicar Meeting have been combined into one council. The working structure will include a standing committee for clergy life and education and ad hoc committees for specific tasks. 7) The Archdiocesan Pastoral Council will include lay representatives from each vicariate, which gives more input opportunity from laypeople from all over the diocese. Those interested must apply and get approval. Applications were distributed and are due February 15. 8) The purpose of the Regional Moderator's Council was discussed. 9) Lay minister certification for the Archdiocese will be done in a collaborative manner using five certified lay people from parishes and five people from Central Services in order to create a more open environment and improve feedback to parishes. Tom noted that some parishes induct ministers at weekend Masses, one ministry each week. Marianne will take this idea to the Worship Commission.

**OLD BUSINESS:** 1) Marianne submitted the Worship Commission's goals and objectives. Goals are to continue to invite parishioners to participate in liturgical ministry, to renew our parishioners in their faith and reach out to others in the community to join us for worship, and to foster prayerful experiences so we can become closer to the Father. Marianne will revise two stewardship goal objectives for clarification: Increase adult altar servers "for funerals," and train marriage sponsor couples to set up "the Eucharist" for weddings. Goals were approved with changes and do not have to be resubmitted. 2) Discussion took place about adding a statement to the worship aid explaining our tradition of standing during the Eucharist, so that visitors will know what to do. Worship will talk about this at their next meeting. 3) Tom reported on the cost of children's envelopes. We have 800 children through high school. If we buy in bulk, the cost will be \$28 for 1,100 envelopes, which is less expensive than having a box for each child. Faith Formation will continue to look at how to implement this. Stewardship will provide any necessary materials.

**NEW BUSINESS:** Two hundred fifty people are attending the Volunteer Appreciation Dinner, up from 210 last year. A suggestion was made to change the name next year to Stewardship Appreciation Dinner. Other ideas are Ministry Appreciation Dinner or Service Appreciation Dinner. Fr. Chris asked that this be taken back to the Stewardship Commission.

## REPORTS

**VICARIATE REPORT (Joe Mazzeo):** See above.

**AD HOC BUILDING COMMITTEE (Maria Trollman):** No report submitted. Volunteer Appreciation Dinner attendees will be given the opportunity to go over to the church to vote on color samples for the renovation. Samples will also be available after all Masses that weekend.

## COMMISSION REPORTS

**CHRISTIAN SERVICE (Patti Moore for Louise Green):** 1) Patti Moore read the Christian Service Commission report. 2) Fr. Chris mentioned we may begin a meals ministry for people in temporary need due to funerals, illness, etc. 3) A marriage proposal was made during the Parish Tree Trimming Party. 4) Faith Community Nurses will pass out colon cancer test kits for Cancer Awareness Month in March. 5) St. Dan's hosted the last meeting of the Clarkston Area Pastors' Association. They discussed better coordination of programs such as Rainbows, divorce recovery and other ministries that don't touch on doctrine or belief. 6) The Christian Service Commission will host Rice Bowl for the Soul on February 23. 7) Bob Cesario will give a free CPR class on February 24. See the bulletin board for more information. 8) Christian Service will report on goals and objectives in May.

**FAITH FORMATION (Maggie Maxwell):** 1) Technological improvements/advances are needed, including an updated website. The use of Facebook, Twitter, blogs, etc., would be a positive, especially to keep the youth connected to the parish. Monica Hefty uses Facebook for program/activity reminders and date changes. Maggie mentioned that many kids are not comfortable face-to-face and communicate better via computer or texting. 2) Youth Council is down a member. When they get new people, Pastoral Council will have a second youth representative. 3) The Youth Group has many high school seniors this year, and needs to attract more students that will continue in the fall. 4) We are looking at the possibility of a mission as early as next year. Fr. Chris noted that CRHP is a modern-day mission.

**STEWARDSHIP (Tom Scholler):** 1) A guest registration book, supplemental envelopes and literature about the parish are ready to go on a welcoming table in the gathering space. 2) All lay witnesses did a great job on Stewardship Commitment Weekend. 3) We received some very good responses on the stewardship personal comment portion of the commitment forms.

**WORSHIP (Marianne VanDaele):** 1) Several suggestions were made for how to encourage all liturgical ministers to honor their commitments. We are having a hard time filling EM spots for the 5:00 p.m. and 7:30 a.m. Masses, and some ushers have to work every weekend. 2) Tom has literature on a traveling chalice program to pray for vocations. Marianne will bring up implementation of this program at their next meeting. 3) Mickey noted that "bake Eucharistic bread" should be taken off the Time & Talent commitment form next year as we do not currently have that ministry.

Closing prayer was led by Marianne VanDaele. The meeting adjourned at 8:58 p.m.

**NEXT MEETING IS MARCH 23, 2010 IN THE LIBRARY**  
**OPENING PRAYER: Steve Torres**  
**CLOSING PRAYER: Tom Scholler**  
**EDUCATIONAL SEGMENT: Chapter four of *Caritas in Veritate***

**ST. DANIEL PARISH  
PASTORAL COUNCIL MEETING MINUTES  
November 24, 2009**

**PRESENT:** Fr. Chris, Doug Howell, Maria Trollman, Rob Dutkiewicz, Dawn McLatcher, Erica Zentner, Steve Torres, Robin McKenzie, Steve Savoie, Mickey Ginn, Maggie Maxwell, Tom Scholler, Marianne VanDaele, Louise Green, Deacon Stephen Marks.

The meeting was called to order at 7:05 p.m. by Doug Howell.

Opening prayer was led by Robin McKenzie.

The mission statement was recited.

The September 2009 minutes were approved.

**EDUCATION SEGMENT:** Chapter two of the encyclical, *Caritas in Veritate*, was read. The gap is widening between the rich and the poor. Forty years after the encyclical on the development of peoples, *Populorum Progressio*, progress continues to be made, but we cannot define it only in terms of economics; we must take the whole person into consideration. It is our responsibility to take this knowledge forward with a purpose, with Jesus Christ as the foundation for everything. Think of the Beatitudes coming to life in all scenarios. We need to share what we have with others. Working toward equality will help ease tensions that lead to hatred, violence, war, etc. Tom will look into getting a copy of an eight-page summary of this encyclical, written by Mark Latkovic.

**CHAIRPERSON'S REMARKS (Doug Howell):** No remarks.

**PASTOR'S REMARKS (Fr. Chris):** Fr. Chris introduced our new deacon, Stephen Marks, to Council members.

**OLD BUSINESS:** Worship and Christian Service were not yet ready to give a brief summary on how they will tie in to parish goals addressing *A Stewardship Community*, *Evangelization*, and *A Prayerful Community*. Worship will report in January. Christian Service is discussing goals and will be ready to give their update as scheduled in May.

Tom reported on the Stewardship Commission's progress toward meeting 2009/2010 goals and objectives. 1) The Stewardship Appreciation Dinner is scheduled for Friday, January 29. 2) Stewardship Commitment Weekend is January 23-24. People will be on hand to answer questions, pass out literature on parish ministries, programs and activities. Commitment forms will be available in the bulletin and at the church. Current volunteers should also fill out a form and recommit annually. Each Commission is recruiting a lay witness person or couple to speak at all Masses that weekend. Names should be given to Rose Mary Smith or Tom as soon as possible. Space will be provided on commitment forms for parishioners to add short personal reflections to be included in the weekly bulletin articles on stewardship, to add a human touch and to encourage others to come forward. 3) A task force continues to study the implementation of electronic funds transfer and credit cards for offertory gifts, which studies show increases the offertory and decreases the cost of envelopes. 4) As a welcoming initiative, a visitors' table will be set up in the gathering space with parish information and offertory envelopes and a guest book for visitors to sign. 5) The Raffle/Auction/Dinner/Dance in November was a success. Next year's is set for November 6.

**NEW BUSINESS:** No new business.

## REPORTS

**VICARIATE REPORT (Fr. Chris):** 1) The Archbishop talked to priests about vicariate reorganization. Under consideration is a block model (made up of nearby parishes) versus a corridor model (made up of a column of parishes from the inner city to outer suburbs). 2) Detroit's patron saint name has not yet been decided.

**AD HOC BUILDING COMMITTEE (Maria Trollman):** No report submitted. Fr. Chris gave a building renovation update. 1) The Art and Environment Subcommittee reviewed carpet and wood samples and met with the baptismal font designer to show him selected color options. One idea is to make three boards of color combo choices and put the final selection to a parish vote. Results would be presented at the Stewardship Appreciation Dinner and then announced at remaining Masses that weekend. 2) The baptismal font theme is the Beatitudes. 3) The font designer can work in contributors' names in the art itself instead of using memorial bricks, or names could be placed in tiles around the font and not on the font itself. They are exploring ideas and open to suggestions. 4) A meeting with the AOD for approval of renovation plans is scheduled for March 3, and they need firm numbers. They recommend we include redoing the church roof and that we hire a roofing consultant, which would cost \$1,500. A task force of builders and engineers within our parish recommends no consultant is needed. They will put together RFPs and send out for bids, using their combined knowledge to aggressively pursue lowering costs.

## COMMISSION REPORTS

**CHRISTIAN SERVICE (Louise Green):** 1) The Giving Tree began November 21. Tags have already been replenished, with seniors and toddlers being the most popular items. Tags will be added for Children's Village. 2) St. Dan's military support group has a hard time surfacing our military people for recognition or assistance. A packing party is planned to assemble care packages for troops for the holidays. 3) Fr. Chris mentioned we are starting to get many requests for utility and rental assistance. Because of the big demand, our tithing group is talking about using locally some of the money given for national and international needs.

**FAITH FORMATION (Maggie Maxwell):** 1) A few people have stepped forward to help with library improvement/organization, but volunteers are still needed. This would be a great library science internship for a college student. Cheryl Smith is coordinating workers. Fr. Chris is coordinating the technology portion. 2) Steve Torres attended the presentation "What Does an Adult Catholic Look Like," introducing the concept that many adults are spiritually *hungry*, which leads to *searching*, which leads to *awakening* and then *response*. Faith Formation will build into that idea. 3) We are considering bringing back a "three-minute catechesis" before Mass begins, focusing on a particular aspect of the Mass in an engaging, people-friendly way and asking people to pay special attention to that part during the Mass. Tom suggested this be coordinated with the Worship Commission. 4) The Echoes of Faith series on Catholic Morality began November 23 and has been very well attended. 5) On a recent Monday night, over a hundred people were attending various programs in the Cushing Center. **Youth:** Erica Zentner will give Faith Formation's lay witness talk on Stewardship Commitment Weekend, preferably at the 5:00 p.m. Mass. She will present a collection of reflections from the youth of our parish.

**STEWARDSHIP (Tom Scholler):** 1) We are investigating the reasons offertory collections and attendance are down. An average of 1,400 people or 500 families attend each weekend, down 100 to 150 people from 2007. Attendance records were not kept for part of 2008/2009, so we are using 2007 numbers for comparison. Over the last few months, more people are registering than leaving, but some may have moved and not reported it. Attendance at other parishes is also down. We must find additional ways to communicate to the people who are registered. 2) Fr. Chris noted that projections to the end of the fiscal year are not too rosy and we must cut expenses again, even though we have already trimmed all the fat. We hope to avoid staff layoffs and will look again at some other expenses to cut. This week a new task force will meet to review additional fundraising possibilities, maybe adding a second fundraiser in the spring that involves less work, like a raffle. 3) Ways to communicate the need for building renovation at this time were discussed. 4) The Council agreed that Fr. Chris

does a great job every year with CSA. The Archbishop says the overall CSA budget will remain the same next year. This year the overall budget increased only 1-1/2 percent and ours still went up 14 percent. Ours will likely be higher again next year because other parishes are down more than we are. 5) Restructuring of Central Services at AOD is complete. 6) Council members made several suggestions for getting children actively involved and encouraging lifelong giving. Faith Formation will discuss logistics and make a recommendation on the best way to go about this. Tom will check on the cost of children's envelopes. A manual with ideas for youth is available from Rose Mary Smith or online at [aodonline.org/stewardship](http://aodonline.org/stewardship).

**WORSHIP (Marianne VanDaele):** 1) The November 8th Masses and activities honoring the military went well. 2) Forty-three women attended the CRHP weekend. Sixteen women are continuing on Team 1. 3) Advent prayer books were available to parishioners on Sunday, November 22. 4) Hand sanitizer is available for EMs in the walkway behind the presider's chair. 5) Concern arose over the ushers setting up chairs before Mass, which leads to people seated outside when there is still space in the church. After the renovation this will not be a problem.

Closing prayer was led by Steve Torres. The meeting adjourned at 9:00 p.m.

**NEXT MEETING IS JANUARY 26, 2010 IN THE LIBRARY**  
**OPENING PRAYER: Rob Dutkiewicz**  
**CLOSING PRAYER: Marianne VanDaele**  
**EDUCATIONAL SEGMENT: Chapter three of *Caritas in Veritate***