

Holy Spirit Church

Meeting Minutes January 9, 2009

Approved by Parish Council – February 13, 2009

1.0 Attendees

Present: Father Simmons, Denise Brown, Sister Susanne Bunn, Carol Garitty, Veronica Hernandez-Shepard, Marge Hoffa, Bemis Ikejiofor, Wilfred Ikejiofor, Mike Perrone, Larry Shepard, Jack Urbanski, and guest Gail Wilson

Absent: Peggy Doty, Mary Dailey, Anne O'Connor

2.0 Minutes of Previous Meeting

A motion was made and seconded to approve the minutes of the meeting of November 21, 2008.

3.0 Agenda Items for Discussion

- Family Dinner Dance update
- Suggestions from parish members
- Status of website
- Status of By-Law modifications
- Status of Harford Catholic Assembly (HCA) overview at Masses
- Status of tri-folds being rotated at Masses
- Status of responses to survey and town hall meeting questions
- Status of greeters
- Committee liaison follow-up
- Status of interest group follow-up
- Volunteer social

4.0 Discussion of Agenda Items

Family Dinner Dance – Marge is serving as committee chair for this event. She reported that the date of Sunday, March 22, has been selected, checked against possible community conflicts, approved, and DJ Danny Jahn has been confirmed. Sapore di Mare has agreed to cater again. Brian McCarthy and Gail Wilson will assist with the DJ and organizing games. Detailed notes are available from the previous event, and this year's will be much the same as what worked in the past, with a few new ideas. There are some new volunteers, and the committee will meet on Wednesday, January 14, at 6:30 in the Parish Hall.

Suggestions from parish members. On the survey forms from the town hall meeting, several parishioners expressed interest in forming **prayer lines and reaching out to ill members of the parish**. Father Simmons said that he is not in favor of prayer lines as we pray for all parish members in the Prayer of the Faithful, and his own prayers for all are in the name of the whole parish. He requests that anyone who knows of ill or hospitalized members, give their names to him and he will reach out to them personally. He is currently taking Holy Communion to about 20 parish members at this time. Also, most hospitals have Catholic priests available for visiting patients and distributing Holy Communion, if requested.

Father said that Dave Miceli, Evangelization Committee, is planning to have calls made to all 600-some registered parishioners to see if they are still attending Mass and to inquire if they have any needs to be met by Holy Spirit. Before the calls are made, Father will talk to Dave and the people making the calls so that they can say what he feels is vital and inquire if they have any special needs to be addressed. The results of the calls will be given to Father, and he will contact those people who have indicated a need. Also on the town hall surveys, there were questions about Holy Spirit having **mission trips**. Veronica is investigating various options, such as a trip to Fatima, Lourdes, or Italy. She will report back to the council when she has further information.

Status of website. Veronica, Larry, Phil Durham (Webmaster), and Mike have been working on getting the new website up and running. All that remains now is for Phil to "turn the switch on." We will have the basics up,

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and will add additional information as it becomes available, such as for the Faith Formation Program, etc. Veronica will follow up with Phil Durham to see if he can flip the switch.

Status of By-Laws update. Veronica reported that Gail Wilson typed the By-Laws on the computer for the first time. There are just a few minor changes to be made to reflect Council changes. Veronica will be making these changes and will send to the rest of the Council to approve. Father said he would like it sent to him first for his review and approval before sending it to the Parish Council.

HCA Overview at Masses. This was done by Father Simmons at all Masses one weekend in December. The yellow printed sheets describing the HCA are back in the narthex, having been removed when Advent materials were placed on the tables.

Tri-Folds. We did not put them up over the holidays because of the tree and Advent materials in the narthex. We will resume this weekend. Father said he will be glad to help in putting them out, if needed.

Responses to surveys and town hall questions. Veronica typed them in a format to distribute, perhaps as a bulletin stuffer or in the narthex, but Father Simmons said he would prefer not to have it done that way. Two questions, about the Tabernacle location and the Reconciliation Room, have already been answered by Father in the bulletin. We will work with Father to select a question each week for him to answer and print in the bulletin. Some questions people asked are more of a personal or individual nature, and those people should talk to Father directly. We will put something in the bulletin to that effect.

Greeters. An effort is still being made to have a council member greet people as they come in to each Mass. And Father is always in the narthex to greet people. He commented that there are also other ways of being friendly and greeting others, such as when you go into the pews. He suggested greeters could come in about 15 minutes before Mass starts.

Committee Liaisons. Last meeting we named council members who would act as liaisons with the various committees and asked for reports from each member as to the committee's activities.

Education and Faith Formation. Sister Susanne reported that the most recent project has been to check the first semester's attendance records and to contact parents whose children have missed a large number of classes. There were just a small number to be contacted because, overall, attendance is very good. She commented that the catechists' attendance record is also very good.

Youth Activities. Gail Wilson said that a date has been given to Holy Spirit for the Bike-A-Thon, probably based on last year's date, and she asked if April 26th is all right with Father Simmons. He replied that it is. He likes to have it around the end of April when the children are still in school.

Gail put forth the idea of renting out the Joppatowne pool sometime this summer and having a family swim. Father said he thought that was a good idea, and asked her to get costs, times available, and suggested that having someone who is a member renting it would be less costly. Other issues to consider are liability, lifeguards, etc.

Another suggestion for the youth would be to have a bonfire, and Gail mentioned Beechmont Christian Camp. (www.Beechmont.org) as having such activities. She also mentioned that Good Shepherd had a sing-along during the holidays and they were to have a bonfire. Father said that was a good idea, and she might contact Kelly Reynolds at St. Stephens to see if we could join with them. They know the place well.

The Youth Activity Committee has been trying a "First Sunday" during the time of Faith Formation classes for parents to meet for coffee and donuts and share ideas. It has not been well attended. Father said

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that we have to get parents involved in order for any project to be successful. We need people who will plan activities and oversee them. Gail and Brian McCarthy both have children in Faith Formation and are here every Sunday and will welcome any parents or other adults who will come in and work with them.

Ways and Means. Marge reported that the Ways and Means Committee does the annual plant sale, the Lenten meals, and the flea market. This year, the Lenten meals will be only the carry-out, as having a sit-down here was not a success. Also, the flea market will be held once a year instead of twice, as in the past. They will be meeting shortly to plan the Lenten meals and welcome new volunteers. They will post a notice in the bulletin of a date and time.

Planning. No report.

Liturgy. No report.

Evangelical. Veronica reported that Dave Miceli had a meeting in December – both she and Carol attended – at which we talked about the calls to be made to registered parishioners. As stated earlier in the minutes, Father will meet with Dave and the callers to go over the content of the calls before they get started. Dave has scheduled the next meeting for January 26th.

Social Outreach. Carol gave a written summary of activities of this committee for 2008. See attachment.

Interest group follow-up. At our last meeting, we discussed having council liaisons meet with committee chairs (or points-of-contact) and all who had expressed an interest in volunteering for a given committee. Each liaison would schedule a meeting date, make calls to interested persons, and publicize the date in the bulletin. Veronica asked if by the next meeting we could have made the calls and scheduled dates of meetings.

But, after much discussion on this subject, Father said that we should bring all interested volunteers together on the first Sunday in February (February 1st) between the Masses. Have all the committee chairs at that meeting. Start with everyone the first time, then the volunteers can go on to individual committee meetings later. Meet in one of the rooms in the parish hall not in use by Faith Formation. If there are just too many people, go over to the church and meet. Council members should only be facilitating this initial meeting, and then letting the chairs or POC's take over. Veronica said that she would ask Kathy to put a notice in the bulletin about the February 1st meeting.

Volunteer Social. Veronica, Mary and Carol had previously volunteered to organize a volunteer social. The purpose of the social would be to get together key people who've been volunteering for years as a "thank you" and to discuss ways to encourage more volunteers.

After discussion on this subject, Father said that the annual family picnic is actually a "thank you" to volunteers, and he does not want to blur that with another social event to say "thank you."

Father said that what we really need at this time is a way to get more people involved in volunteer activities. He doesn't always like to call upon people from the past, but to get new people in. For example, most of the current parish council members are ending their terms this spring, and we need several new members. He requested that we each bring in one or more names to the next meeting of people who might wish to volunteer for the council.

Closing remarks by Father Simmons. The former Archbishop's Lenten Appeal is now an annual appeal that starts three weeks before Lent. Holy Spirit's goal is \$19,000 and in the past we have met that goal only because we have a number of members who give \$1,000 each. Aside from that, we have not seen a large

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number of our people participate, and we would like to increase giving to this appeal.

Father commented that it seems to him that there is a real communication problem in the parish. If members of the council are unaware of some of the things going on with respect to committee activities, how can we expect the “rank and file” to be aware? What are we not communicating? He asked that if any of us have any ideas on how to remedy this, please see him.

Next meeting. The next meeting of the Parish Council will be held on Friday, February 13th, 6:30 for pizza, and 7:00-8:30 for the meeting.

ACTION ITEMS:

- Veronica to report back with information on possible mission trips.
- Veronica to follow up with Phil Durham on turning the website on.
- Veronica to give proposed revisions of By-Laws to Father Simmons first. Once he approves her changes, she will send to the rest of the Council to vote on them.
- Peggy to ensure that tri-folds are rotated in narthex.
- Carol will continue to work with Father Simmons on preparing Q&A's for bulletin.
- Continue the greetings at Masses.
- Committee liaisons who have not provided an update on their assigned committee, do so.
- Veronica, have Kathy put a notice in the bulletin about the February 1st meeting of volunteers.
- Council members, call all the names on your list of people who are interested in volunteering.
- Bring in a name(s) of persons who might be interested in serving on the parish council.
- Give Father any ideas you have for communicating better with parishioners as a whole.

Submitted by Carol Garitty, 1/12/09

ATTACHMENT TO MINUTES OF PARISH COUNCIL MEETING, JANUARY 9, 2009

Social Outreach Committee's Activities for 2008 Point of Contact: Erma Protokowicz

DAY SHELTER

The Day Shelter is located in Edgewood, in a small community church in the area behind the former Giant shopping center. The Day Shelter serves only adults. Holy Spirit provides three casseroles the third Monday of every month throughout the year. Overall, there are twelve different volunteers who provide and cook the casseroles and take them to the Shelter. The total number of casseroles provided for the year was 36. Erma said they could use some extra casserole makers as backup.

SHARING TABLE

The Sharing Table is located at Prince of Peace, using their parish hall and kitchen. If there is a conflict with dates, Lord of Life Lutheran, nearby, lends their facility. Holy Spirit provides casseroles three times a year. In 2009, it will be a Saturday in March, May and October, from 10:00 a.m. to 2:00 p.m. The number of people fed most recently was about 120, which is up from the previous number of about 90. There are about 12-14 volunteers for this activity, some of whom have been doing it for the fifteen years that Erma has been with the program. The volunteers provide and prepare the casseroles, take them to the Sharing Table, set up tables, welcome guests at the door, and serve the meal. The Sharing Table provides meals for adults and children. Each time, about 12 casseroles are taken over, for a total of about 36 casseroles provided in 2008 by volunteers from Holy Spirit.

Since the Town Hall Meeting, Erma has four new "recruits" for the Day Shelter or the Sharing Table from the forms turned in, including one man and his son who have volunteered to come over and do clean-up. Male volunteers are always needed and welcome to help move tables, clean up, etc. The numbers of volunteers fluctuate, and most are recruited by word-of-mouth. Overall, there are some 26 volunteers over the year involved in outreach activity through this committee.

THE HOMELESS SHELTER ACTIVITY

This activity is rotated from church to church in the county, and Holy Spirit did participate at one time. However, when the new shelter opened in Riverside, under the auspices of the County, the Health Department required that all food be prepared in their kitchen and that apparently didn't work out well for the Holy Spirit volunteers, so Holy Spirit is not participating in that activity at the present time.

CHRISTMAS TREE TAGS FOR GIFTS FOR CHILDREN

This year, school counselors, who know who their neediest families are, gave forms to the selected parents to provide information to be put on the tags. There were 120 tags on the tree for students from Magnolia Elementary and Joppatowne Elementary schools. Usually, it takes two Sundays for all the tags to be taken; this year they were gone by the last Mass on the first Sunday, which speaks to the generous spirit of Holy Spirit parishioners, even in uncertain times.

THE MITTEN BOX

This past Christmas, a box was provided in the Parish Hall entryway for donations of hats, gloves, mittens and scarves to be given out to needy people. There was a very good response to this effort. The items collected were taken to the Sharing Table at Christmas. Other groups provided books and additional items

DONATIONS TO THE APOSTLESHIP OF THE SEA FOR VISITING SAILORS

Although not an activity of the Social Outreach Committee, this activity was initiated at Holy Spirit by Sister Susanne as a preparation for the coming of Advent. Parishioners were urged to “clean out” and share with the sailors gently used clothing, books, magazines, and religious articles to donate to the Apostleship of the Sea. Mary Dailey donated the use of her truck, and delivered the items collected. This activity proved once again how generous the parishioners of Holy Spirit are, even in “tough times.” One donation, in particular, was several freshly cleaned suits and shirts, still in the dry cleaner bags.

Information received from Erma Protokowicz and Sister Susanne Bunn, prepared by Carol Garitty

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1.0 Attendees

Present: Father Simmons, Denise Brown, Sister Susanne Bunn, Mary Dailey, Peggy Doty, Carol Garitty, Veronica Hernandez-Shepard, Marge Hoffa, Anne O'Connor, Mike Perrone, Larry Shepard, Jack Urbanski.
Absent: Bemis Ikejiofor, Wilfred Ikejiofor

2.0 Minutes of Previous Meeting

A motion was made and seconded to accept the minutes of the meeting of January 9, 2009.

3.0 Agenda Items for Discussion

- Family Dinner-Dance update
- Review status of website
- Review status of By-Law modifications
- Review status of tri-folds being rotated at Masses
- Status of responses to survey and town hall meeting questions
- Status of greeters
- Status of mission trip
- Committee liaison follow-up reports
- Interest group meeting follow-up
- Nominations for Parish Council for 2009-10

4. Discussion of Agenda Items

Family Dinner-Dance Update. Marge, who is Chair for the dinner-dance committee, gave an update on plans for the event, scheduled for March 22nd. With a very enthusiastic and energetic committee, all plans are coming together nicely. The cost will remain the same as in previous years. The food will again be from Sapore di Mare. Tickets will go on sale the weekend of February 21-22 after all Masses and at Faith Formation. Items are being collected for the raffle baskets, and games are being planned for children and adults. All committee members have chosen sponsors to seek donations from for the baskets and door prizes. The committee will meet again on March 8th, at 9:45 in the Parish Center.

Status of Website. Veronica said Phase I of the updated website went online in January. Phase II, some additions, will be up shortly. Phil Durham, Larry Shepard, and Veronica are working with Sister Susanne on the education portion and with Brian McCarthy and Gail Wilson on the youth activities portion of the site. Phil will update the website weekly and Veronica will update the home page and the youth activities. Larry is the "tech guru" for the website.

Status of By-Law Modifications. Gail Wilson has typed the By-Laws onto the computer, which had never been done before, and Veronica and Father Simmons will meet to go over them for any modifications which Father might have. Following that, Veronica will make revisions to the original Gail sent and Veronica will send the revisions out so that council members can agree on them with a vote at the next meeting.

Status of Tri-fold Rotation. They are being rotated; however, there was not one out in December as the table was in use with Advent materials. Both Sister Susanne and Kathy have also occasionally changed the tri-folds.

Status of survey responses and town hall questions. Several questions from parishioners on the town hall surveys have been answered by Father Simmons in the bulletin. Carol is working with Father to give him questions for his review and response for the bulletin. Note: Names of everyone who

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indicated on the survey an interest in a particular activity have been given to the points-of-contact for committees, and all were invited to an “interest group meeting” held on February 8th.

Status of Greeters. Father commented that it is better than ever, and recommended that greeters stay inside the narthex so as to keep the cold air out.

Status of mission trip. Veronica has called several companies and is waiting for call-backs from some of them. Some of the companies wanted to know number of people who would be going before they would give a price quote. Veronica could only guess, maybe ten or more. Three companies will be sending materials to Veronica. Father Simmons suggested that, using lists of local trips, we might be able to arrange some ourselves, instead of going through travel agents, and save on costs.

Committee Liaison Follow-up Reports.

Evangelization Committee: Veronica, Denise and Carol attended the committee meeting on February 12th. They are working on a form for committee members to use when calling parishioners to update the parish directory. They will submit the form to Father Simmons for his approval, and will meet again on March 3rd. They have a copy of the parish directory and are compiling names of all known active parishioners that they can cross off and not have to call.

Liturgy Committee. Anne said that Brian (O'Connor) will be meeting with Father Simmons, and she had no further report.

Education Committee. Sister Susanne said there is no education committee as such; she is “it.” Sister gave an update on the directive from the Archdiocese regarding the Family Life Program which is being instituted in all parishes. There will be a required parents’ meeting on Sunday, February 22nd at 9:45. Parents will meet with each of their child’s or children’s catechists and will be given an overview of the program, as well as an opportunity to purchase books and the supplemental material that the catechists will have. This program is for children in grades K-8, and there will be something for high school students also at another time. During the parents’ meeting with the catechists, Sister will take all the Faith Formation children over to the church for Stations of the Cross.

Youth Activities. Veronica reported that the youth activities planning group has lots of ideas they are considering such as bowling, skiing, tubing, Iron Birds game, etc. They have scheduled a Games Tournament for Sunday, March 8th, from 12:00 to 2:00 in the Parish Center for middle-school and high-school youths. They will hook up the Wii and there will be things like a “Dance-Dance Revolution,” board games, etc. There will be pizzas and soda for the kids who attend. They will publicize it through Faith Formation and in the bulletin. Veronica asked if someone from the group could go into the parents’ meeting on February 22nd and talk to the parents about this event. Sister explained that the parents wouldn’t be in one large group, but in individual classrooms, but that they could come in this Sunday (15th) and talk to the kids about it. Veronica said that possibly in May there will be an ice cream social, with 6th graders and up doing the serving. Father Simmons asked if they could work the Bike-a-Thon into their plans for youth (April 26th, which is also the date of the last Faith Formation class for the year).

Marge mentioned that in the past, kids from Faith Formation have helped serve at the dinner-dance and they received service credits for it. Sister said that anything they do there will give them service credits. Anne asked if there’s a list of upcoming events, and Veronica replied that not as yet.

Ways and Means. Marge reported that the group is currently working on scheduling the Lenten meals. They will be only carry-out this year. There are three scheduled: March 6th, shrimp salad (\$6.50); March 20th, egg (\$5) or tuna (\$6) salad; April 3rd, shrimp salad (\$6.50). The price includes

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lettuce, tomato, chips and pickle. They are also going to start taking orders shortly for Easter eggs (\$.75) and lollipops (\$.50). The annual plant sale will be held in April or May. The flea market will now be held only once a year, as it has become just too labor-intensive to hold it twice annually. Lastly, Mary Smith is still taking orders for the Holy Spirit (“Catch the Spirit”) sweatshirts, t-shirts and golf shirts. Mary said she has not received orders from all parish council members. Veronica said that several people do not want to wear them to the dinner-dance as we had talked about previously, and because of that, as well as the economy, it will be optional for council members to purchase them. Father mentioned, incidentally, that there are no “official” parish colors despite red (for the Holy Spirit) being chosen for the shirt logo and the dinner-dance theme color.

Planning. No report.

Social Outreach. Mike reported that there has been a breakdown in getting volunteers at Prince of Peace to open it up for the Sharing Table. Sister Joan is trying to recruit people to open it up. Other churches using Prince of Peace facilities don't have the key. Possibly the key-holders could be expanded to Holy Spirit, or members of the Knights, although Sister Joan wants keys given out only to Prince of Peace parishioners. There is a need for volunteer drivers. Mike said that finances for the program are going pretty well; however, the big question is the availability of volunteers. As the pool shrinks, people become over-burdened and burn out. Most of the volunteers are Catholic, and the Sharing Table has been at Prince of Peace since 2004. Maybe there's a need to find other facilities. Father commented that there's a small group of people from Holy Spirit who have been helping at the homeless shelter once a month, and that people like that could possibly help out with the Sharing Table. Sister Joan would first like to use as many from Prince of Peace as are available.

Veronica said she has spoken with Sister Joan about scheduling a meeting with our parish council and Prince of Peace's. Sister asked what our goals are for such a meeting. Veronica said they would follow the goals of the Harford Catholic Assembly, for parishes to work together in every way possible. Sister Joan will talk to the president of their council. Father Simmons said he supports such a meeting and has conveyed that to Sister Joan. He will support providing refreshments for a meeting. Veronica suggested maybe in April, and we will discuss it further at the next council meeting.

Interest Group Meeting. Several of the council members attended the meeting held on February 1st, at 9:45 in the Parish Center. There was only one new volunteer who attended; the rest were mostly youth group parents who are always there on Sundays, as well as some committee chairs. The kitchen was determined to be too small a room for such a meeting had more people come. Sister has a suggestion that we somehow close off the open space between two of the rooms in the Parish Center with something soundproofing (perhaps plywood covered with a quilt). Father said those two rooms were originally open when Holy Spirit had a pre-school program. Mary suggested that the time might not have been convenient for some people. Veronica asked if we should call people again to see if they are interested, but Father said not to do it again until the next council is convened – not before next fall. Veronica asked about putting the tri-folds up for the dance, and it was agreed to put them up in the Parish Center when tickets are being sold, along with sign-up sheets for interested people. If you know of anyone interested in volunteering, direct them to the First Sunday meetings. If they are not interested in youth activities, they can be directed to other committees.

Nominations for Parish Council for 2009-10. Several names were submitted by council members to Father Simmons for consideration. Father asked council members to tell him at the next meeting whether or not they would like to stay on with the council. If you are not staying with the council, he would appreciate it very much if you would consider chairing a committee. There is always difficulty getting people to chair the committees, even though there are many volunteers on each committee who do the work. The council has worked well with the committees this year, and it would make their work easier to have former council members as chairs. It would also be a change of pace for council members. They would have more focused activity and

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more time to accomplish something. Several of the committee members gave their answers to Father. Veronica will step down from the council, but remain active with the website and youth activities. Marge will remain with the council and will also stay with the Ways and Means Committee, though she doesn't want to be a chair. Denise is stepping down from the council, but will continue to work with Dave Miceli on the Evangelization Committee. Mike will also step down, but will continue his work with the Sharing Table and would take over for Erma if the need should arise. Mary is stepping down also, but will act as a mentor and support for council members as well as continuing to work with the youth group and helping with the dinner-dance and the picnic. Carol will remain with the council, and is helping also with the dinner-dance and the Evangelization Committee.

Next Meeting. The next meeting will be Friday, March 13th, 6:30 for pizza and 7:00 for the meeting.

Action Items.

- Continue to rotate tri-folds in the narthex.
- Continue to greet parishioners at all Masses.
- Send revised By-Laws to all council members for review.

Submitted by Carol Garitty
February 18, 2009

Holy Spirit Church

Minutes of Parish Council Meeting March 13, 2009

Approved by Parish Council on April 17, 2009

1. **Attending:** Father Simmons, Denise Brown, Sister Susanne Bunn, Mary Dailey, Peggy Doty, Carol Garitty, Veronica Hernandez-Shepard, Bemis Ikejiofor, Marge Hoffa, Anne O'Connor, Mike Perrone, Jack Urbanski **Absent:** Wilfred Ikejiofor, Larry Shepard
2. **Minutes of Previous Meeting.** A motion was made and seconded to approve the minutes of the meeting of February 13, 2009.
3. **Agenda Items for Discussion**
 - a) Dinner-Dance Update. Marge presented an update on planning for the March 22nd dinner-dance, and reported that plans are going well in all areas. There are enough baskets for raffles that reminder calls don't need to be made for more items to fill them. Many generous sponsor donations have been received for door prizes, and several more are expected in next week. A preliminary count indicates that about 145 tickets, out of 200, have been sold. Sunday, March 15, will be the last chance to buy tickets after Masses; after that, they may be purchased at the door. Marge complimented her committee members as working well together and giving her, as chair, much support.
 - b) Website. Veronica reported the website is up and running, and is being updated every few days.
 - c) Tri-fold Rotation in the Narthex. Peggy reported that the dinner-dance tri-fold is currently in the narthex and will be rotated with a different one after the dance is over.
 - d) Responses to Survey and Town Hall Meeting. Father Simmons said there hasn't been sufficient space in the bulletin recently to include the questions from the surveys, but will resume that in the near future.
 - e) Greeters. It was agreed that we could all be doing more in that area.
 - f) Mission Trip. Veronica has received materials from two travel agencies, and one looks promising as to itinerary and cost. Tentatively, the trip to Lourdes and Fatima will be scheduled for November 5th. The trip, eight days in all, would cost about \$1,800-\$2,000 per person, all inclusive, except for a bus from here to the port of departure, which runs about \$700 RT for twenty people. It was decided that we will put something in the bulletin to see what interest there is, and later we will ask to put it in the bulletins of Prince of Peace, St. Stephens, and St. Francis, if we have spaces available.
 - g) By-Law Revisions. Council members reviewed the proposed changes to the Constitution of Holy Spirit Parish (a.k.a. By-Laws). Sister Susanne commented that the document should read that the function of the council is to make recommendations to the pastor, and Father Simmons reiterated that the whole council is advisory to the pastor. There were various editing corrections to be made. Veronica will incorporate

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all the comments and changes into a further revision, and will send it out prior to the next meeting, to be voted on.

- h) Elections of new members. There was discussion regarding the turnover of council members this spring and the need for eight new members to be elected to the council. We have seven potential nominees. Veronica, as outgoing president, will make a statement in April at the Masses regarding her term as president, and will encourage nominations. A nominating committee of council members was formed – Anne, Mary, Peggy and Denise – and their names and numbers will be in the bulletin to solicit additional nominees. Nominations will end in April, and the elections will be in May. New members' terms will begin in June. It was agreed that the portion of the document pertaining to nominations and elections would remain as it is currently written.
- i) Committee Liaison Updates.

Evangelization. Carol reported that the committee narrowed the list of calls to be made to update the parish directory to around 150-200, and they have almost completed making the calls. Most of the phone numbers called have been disconnected, reassigned, or are out of service. Many of the people listed have moved to other churches in the county, or out-of-state. When all the calls have been completed, the results will be given to Kathy for updating the directory, and any referrals for Father Simmons or Sister Susanne will be given to them. The next committee meeting is March 24th.

Ways and Means. Marge reported that sales of Lenten meals are not doing well at all; the numbers are way down compared to prior years. Possible reasons for poor sales are that it is only carry-out this year, or that it was not advertised as well, or even that it's competing against the Prince of Peace Friday Lenten Fish-Fry. Or it could simply be the state of the economy, people not spending as freely. Candy sales are good at this time. The next event coming up will be the spring plant sale. The plant sale and the flea market, to be held in the fall, are the biggest fund raisers. Dates have not yet been set for those events.

Education. Sister Susanne reported that classes are going well: the kids are great and the catechists are wonderful.

Liturgy. Brian O'Connor had surgery this past week and has not had a meeting. Anne reported that there will be refreshments after the Easter Vigil on Saturday, April 11th. Father Simmons encouraged council members to attend and to welcome the newest members into our faith.

Planning. No report.

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Approved by Parish Council on April 17, 2009

Social Outreach. Mike reported that the Sharing Table, the area in which he is involved, is doing "o.k." considering that the number of patrons has increased up from in the 70s the first weeks of last year to in the low 90s this year. This past weekend, there were 114. Financial donations are down; however, food donations are up, though not as much as they would wish for. They are still losing money, just not as much. Anne added that she went to the Day Shelter this month and they took three casseroles over. Mike said that Ginny Lemken, Bobbie Patton and others have been going to the Homeless Shelter at Riverside on the 31st of each month.

Youth. Veronica reported on the "Chill Out" for youth 6th-10th grades held this past Sunday. Only six kids attended and played the Wii, cards, made crafts, and had pizza. Veronica was the only adult there, except that Sister Susanne was present in her office most of the afternoon. Father Simmons stressed that there must be at least two adults present for any event like that.

4. **Closing Comments from Father Simmons.** Father Simmons said that the Dinner-Dance is a good moment to talk to people to get them involved in activities in the parish, and then follow-up with them. A suggestion was made that we use stick-on nametags for everyone attending. It worked well at the picnic last fall for people getting to know each other. (Carol will provide them for the dinner-dance, with specially marked ones for committee members.)

Father talked about the Archbishop's Annual Appeal. A number of area priests have given the Bishop their views about the way the appeal was conducted. It was done by professional fundraisers, and it's felt that they need to refine the process. Holy Spirit has come close to its goal of \$20,000 and the parish gets 25% of that. (Final tally has not been made yet.) We give half to St. Elizabeth's and half for tuition assistance to Catholic schools for youth of our parish.

Father said that the partitions in the Hall are being replaced at a cost of \$10,000. He was asked if we should do a special fundraiser for that and he said that would not be necessary as we have the money. He will put that in the bulletin so people know what we are doing.

Lastly, Father reminded us that Lent is a spiritual time and that "The Light is On" on Wednesday evenings, for Stations of the Cross, followed by confessions.

Following the meeting, Father gave a very interesting slide show from his days in the seminary in France.

5. **Next meeting.** The next meeting of the Parish Council will be on Friday, April 17th at 7:00 P.M., 6:30 for pizza.

Submitted by Carol Garitty, Secretary, 4/17/09

Holy Spirit Church

Minutes of Parish Council Meeting April 17, 2009

Approved by Parish Council May 22, 2009

1. **Attending:** Father Simmons, Sister Susanne Bunn, Mary Dailey, Carol Garitty, Veronica Hernandez-Shepard, Marge Hoffa, Larry Shepard

Absent: Denise Brown, Peggy Doty, Bemis Ikejiofor, Wilfred Ikejiofor, Anne O'Connor, Mike Perrone, Jack Urbanski

2. **Minutes of Previous Meeting.** A motion was made and seconded to approve the minutes of the meeting of March 13, 2009.

3. **Agenda Items for Discussion.**

- A. Status of tri-folds being rotated at Masses. They were removed for Easter, and Father Simmons said he will put one back up this week.
- B. Status of responses to town hall survey questions. So far, Father has responded in the bulletin to six of the most frequently asked questions. As space permits, more Q&A's will appear in future bulletins. Carol is working on this project with Father.
- C. Status of greeters at Masses. We need to do better with this.
- D. Status of mission trip. Veronica reported that there was a write-up in the bulletin about the proposed trip to Fatima and Lourdes – which all agreed we should refer to as a pilgrimage, not a mission. So far, two people have expressed an interest in going. Father suggested that a meeting be scheduled for anyone who is interested to come and get all the details. If there is not sufficient interest from Holy Spirit, we can open it up to Prince of Peace.
- E. Vote on revised Constitution for the Holy Spirit Church Pastoral Council. Father Simmons requested a change of wording in Section 4, Article IV, Membership, from “the pastor can *help* appoint members....” to “the pastor can appoint members....” There was some discussion about Section 4, Article V, Elections, regarding the length of a members' terms (two years with option to serve a consecutive two-year term) and it was decided to leave the wording stand as written in the final document. Father also had a question about Sections 3 and 4 of Article VIII, Committees, regarding who appoints membership to each committee: the council president or the committee chair. It was agreed to leave those sections stand as they are. Father said that when the revisions are complete, the Constitution should be put on the parish website. We did not have full membership present at this meeting; however, we took a vote and the revised Constitution was unanimously accepted by those present. Veronica will e-mail all members who were not present, requesting they return a “negative only” vote to Carol by May 1st. If we do not hear back, we will assume they approve.
- F. Committee Liaison Follow-up.
 - a. Youth Activities. The Bike-a-Thon is coming up quickly. Flyers are up and

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sponsor sheets are in the narthex and have been given to all youngsters in the FF Program. Volunteers are needed for the day of the event. The coordinator is Gail Wilson. Marge, Veronica, Larry and Sister Susanne all said they will help.

- b. Ways and Means. Marge reported that the Plant Sale will be held on May 1 and 2. There are not enough helpers at the moment; however, it's expected there will be enough. The Flea Market will be held on a Friday and Saturday in November.
 - c. Education. Sister Susanne said that Sunday, April 26th is the last day of Faith Formation classes for 2008-09. First Communion will be on Mother's Day, May 10th. Father Simmons has suggested to Sister Susanne that we might try to have a Vacation Bible School during the summer, perhaps a half-day mornings or afternoons, or in the evening. Sister said first she has to find out if there's support from the families of children in the parish and if there will be volunteers to help in the program. Veronica and Marge both said they could help, depending on the times.
 - d. Social Outreach. Carol reported that the next date for the Sharing Table is Saturday, May 9th. As reported by Mike last month, the number of guests is up, financial donations are down somewhat, but food donations are up a bit. Erma (Protokowicz) said that so far we are keeping up with the number of casseroles needed. Holy Spirit did the Day Shelter March 16th and will again on April 20th. Erma said there are about 30-35 people there each time. They lost two people from the committee, but have gained two new ones. There is now a group of eight from Holy Spirit who assist at the Riverside Homeless Shelter on the 31st of each month. They provide three meals there – breakfast, bag lunch, and evening meal. There are usually 32-38 guests there. Holy Spirit pays \$30 each time for paper goods and utensils and, if there is not enough food on hand at the shelter, more is purchased, and Holy Spirit pays that bill. Father said the bill for March was “over \$100.”
 - e. Evangelization. All the results of the telephone surveys have been given to Father Simmons to review and make decisions about which names might be followed up on or be deleted from the directory.
- G. Parish Council Membership for 2009-10. Anne, Marge, Peggy and Carol are the only current members returning to the council next year. April is nomination month for new members. We need *eight* new members, and we tentatively have about five or six nominees. The nominating committee and Father Simmons will get more names, and Father wants to have them in the May newsletter. May 17th is election day.
- H. Meeting with Officers of Prince of Peace Parish Council On April 7th, Veronica, Marge and Carol met with the president and vice-president of PofP's council, Terri Stoll and Latisha Whitworth. It was a spur-of-the-moment informal meeting just to talk about ways we can

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Approved by Parish Council May 22, 2009

work together and to learn about the challenges they face. Our challenges are similar. We agreed at tonight's meeting to have both full councils meet together after our new council is on board. In the meantime, one way we can get to know Prince of Peace parishioners is to be a "presence" at their annual Fiesta, June 5th and 6th. We can wear our t-shirts or our name badges and introduce ourselves. We will put a notice in our bulletin about the Fiesta. Father Simmons commented that the Knights are active in both parishes and are a sort of bridge between the two of them.

- I. Collect survey that was distributed to council members by e-mail. An end-of-year survey was sent to all council members asking them to comment on the accomplishments of the council this past year, their own contributions, the challenges facing the council, and what they would like to see happen next year. Veronica collected the surveys and made copies for Father Simmons. She will summarize them for the next meeting.
- J. Closing Remarks by Father Simmons. Father Simmons said that the more organized the council and committees are, the better. The ideal would be for each council member to be on a committee, reporting back to the council. And he would like to see outgoing council members remain active, maybe even chairing a committee. Committee chairs have great opportunity for making decisions about parish activities. Father said he supports all the activities and asks that he always be kept informed. He suggested that the first Sunday in June would be a good time to have a "meet and greet" for new council members. The Hospitality Committee can decide the time, perhaps between the Masses.
- K. Next Meeting. We discussed whether to invite new council members to the next meeting, and it was decided that we will do something different to introduce and welcome them, probably the first Sunday in June. We will discuss that more at the May meeting. Father has invited the current council to meet for dinner at the Williamsburg Inn on Friday, May 22nd. Carol will send the information to all absent members, will collect the RSVPs, and will make the dinner reservations. At the meeting, we will discuss the new membership, the first Sunday, the Fiesta, and what information to put together for new members. Veronica will bring sample packets to the next meeting. (We will refer them to the website for town hall and meeting minutes, as well as the revised Constitution.) And we'll talk about the surveys we each completed.
- L. ACTION ITEMS
 - Be sure that tri-folds are rotated in the narthex.
 - Continue to publish answers to town hall survey questions.
 - Make more effort to have greeters at every Mass.
 - Schedule a meeting for persons interested in going on the Lourdes/Fatima pilgrimage.
 - Members who were absent from this meeting, e-mail to Carol by May 1st their "negative only" votes for the revised Constitution.
 - Put the revised Constitution on the website when it has been approved.

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Approved by Parish Council May 22, 2009

- Nominating committee give all names to Kathy for Father Simmons not later than Monday, April 27 to be put into the May newsletter and the bulletin.
- Turn your end-of-year council activity survey in to Veronica, if you haven't already.
- RSVP to Carol by May 15th whether you will attend the May 22nd dinner meeting at the Williamsburg Inn.
- Plan for a "meet and welcome" new council members for the first Sunday in June. We will decide on the time at the next meeting. The Hospitality Committee can plan this event.

Submitted by Carol Garitty
April 30, 2009

Holy Spirit Church

Parish Council Meeting Minutes May 22, 2009

Approved by Parish Council June 14, 2009

Attendees: Father Simmons, Anne O'Connor, Carol Garitty, Marge Hoffa, Mary Dailey, Peggy Doty, Jack Urbanski, Veronica Hernandez-Shepard, Larry Shepard

This final meeting of the 2008-09 Parish Council was a dinner meeting, held at the Williamsburg Inn. Father Simmons opened the meeting with a prayer and thanks to departing council members for their service to the parish.

Agenda Items:

1. A motion was made and seconded to accept the minutes of the April 17, 2009 meeting
2. It was decided that the tri-folds in the narthex will be rotated about every two weeks. Father Simmons will rotate them this time.
3. Responses to town hall meeting survey questions continue to be answered in the bulletins. Carol will continue to work with Father Simmons on this.
4. We need to work on having greeters present at every Mass.
5. Veronica reported that ten people have expressed an interest in the proposed pilgrimage trip to Lourdes and Fatima. Most of them seem to favor having the trip in the spring of 2010. Veronica will schedule a meeting for persons interested who would like more information. Father Simmons said that if there is not sufficient interest from Holy Spirit, then it can be opened up to Prince of Peace. Veronica said she will talk with Sister Joan about that.
6. The final version of the Parish Council Constitution revision was approved by members present at the April meeting, and a copy was sent to all absentees for their review and vote. If they did not respond with a negative vote by the May 15th deadline, it was agreed that we would consider that as approval. No negative votes were received; the revision has been passed.

7. Committee liaison follow-ups:

Education. Carol reported that Sister Susanne is recuperating from surgery at the Mother Home in Towson, and does not know as yet when she will return. The status of the Vacation Bible School is still undetermined, pending a sufficient number of volunteer helpers as well as interest from parents.

Evangelization. Father Simmons said that Dave Micelli has given him names and numbers from the telephone survey to review for updating the parish directory.

Liturgy. Anne reported that Brian will be meeting with Father Simmons to discuss the liturgy.

Youth. Veronica reported that activities seem to have shut down for the summer. Several activities were suggested for summer get-togethers of youth, and Veronica and Mary will plan to meet with Brian McCarthy and Gail Wilson to try to get some going. Father Simmons suggested finding a young person who is a leader to work with youth activities.

Social Outreach. Carol reported that she did not have an update since the last meeting. She also reported that Scott Spampinato has accepted the position as food and supplies buyer for the Sharing Table and will not be able to be on our parish council after all. Father Simmons said he will find a replacement.

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Approved by Parish Council June 14, 2009

Ways and Means. Marge reported that the Flea Market will be November 14th and Wanda Levasseur is in charge of it. The Bull-Oyster-Shrimp Feast committee will be meeting on Sunday, May 31st, to begin planning for that event, which will take place in the fall. Marge has done much groundwork regarding caterers and costs to present to the committee. Father Simmons suggested the committee might consider having the event at Prince of Peace as they have the large hall and kitchen. Lastly, Marge reported there are no final figures from the plant sale as yet, although it did well.

Planning. No report. Father Simmons said that there is a need for people to be on the Planning Committee, as Phil Durham is the only member at this time.

Parish Council Members for 2009-10. The new council members are Gary Beck, Susan Businsky, Christopher Coffey, Peggy Doty, Debbie Fischer, Carol Garitty, Marge Hoffa, Anne O'Connor, Sean Sharpeta, Tom Stoll, Nancy Young – and a member to be appointed by Father Simmons. The first meeting for the new council will be on Sunday, June 14th, immediately following the 8:30 Mass, for breakfast at the Williamsburg Inn. Veronica will attend the meeting to ease the transition from the current council to the new council. She has prepared informational packets for the new council, with a number of useful handouts. She showed samples to us.

June Fiesta at Prince of Peace will be held on June 5th and 6th. This is an annual fundraiser and is well-attended with many family activities. Council members are urged to attend, make themselves known and to offer help if needed. Marge will check with Sister Joan to see if there are specific areas where we could assist. Also, we will publicize the dates in our bulletin.

Closing. Father Simmons spoke, in closing, of his appreciation for the work of the current council and his hopes that the new council will have a successful year. He stressed the need for more active participation in committees by parishioners, as well as the need to engage young people in church activities and leadership roles.

Father had two meeting notices to share. One, a letter from St. Patrick's Church written to "fellow non-profits" regarding a meeting to meet with county officials to discuss the issue of current gaming laws for Harford County, and how difficult it is to raise funds under the current limitations. The meeting will be held on Wednesday, June 3, 2009 at 7 p.m. at St. Patrick Hall on Pennington Avenue in Havre de Grace. Contact is Don Forsythe, 410-939-9132, bigdbeef@comcast.net. The other meeting, scheduled for Tuesday, June 2, 2009, from 10 a.m. – 2 p.m. in the Bel Air Methodist Church, is for Harford County churches and their members to become involved in helping provide transitional housing for the homeless. Call 410-638-3389.

Next Meeting. The next meeting of the parish council will be on Sunday, June 14, for breakfast at the Williamsburg Inn, immediately following the 8:30 Mass. Invitations have been sent to new members.

Submitted by Carol Garitty, Secretary
May 25, 2009
Approved June 14, 2009

Holy Spirit Church

Parish Council Meeting Minutes May 22, 2009

Approved by Parish Council June 14, 2009

Attendees: Father Simmons, Sister Susanne Bunn, Gary Beck, Susan Businsky, Christopher Coffey, Peggy Doty, Debbie Fischer, Carol Garitty, Veronica Hernandez-Shepard, Marge Hoffa, Clotilde Obo, Shawn Sharpeta, Tom Stoll, and guest: Jim Hoffa. Absent: Anne O'Connor

This first meeting of the 2009-10 Parish Council was a breakfast held at the Williamsburg Inn. Father Simmons opened the meeting with a blessing and welcome to the new members.

Agenda:

1. A motion was made and seconded to accept the minutes of the May 22, 2009 meeting
2. Veronica Hernandez-Shepard, past president, was invited to conduct this meeting as a transition from the previous council to the new one. She had prepared for each member an informational and inspirational packet to use as guidelines throughout the coming year. She reviewed each section with us, and at appropriate points, requested input from those present.

The packet materials contained a listing of church resources; a thought-provoking outline of Council Membership as a Ministry of Leadership; Basic Rules for Effective Council Ministry; an in-depth guide to Pastoral Planning for the coming year and multi-year priorities; a "how-to" on Creating a Priority Statement and Goals; a summary of the 2008 Council members' Wrap-up of Accomplishments and hopes for the coming year; and, lastly, a copy of the recently updated Constitution of the Holy Spirit Pastoral Council.

3. Marge spoke briefly of the planning that is in the early stages for an adult Bull and Oyster Roast in the fall, possibly to be held jointly with Prince of Peace. The committee will be meeting on Sunday, June 21, after the 8:30 Mass, in the Parish Hall. All are welcome. Carol will send out a reminder e-mail.
4. Discussion was held regarding the positions of president, vice president, and secretary of the council for the coming year. It was agreed that Marge will move up to become president. Carol wishes to remain as secretary. At the next meeting, the council will select a vice president.
5. The next meeting of the council will be on Thursday, July 30, at 7:00 P.M. in the Parish Hall. Marge will prepare an agenda and send it out prior to the next meeting.

Closing Remarks by Father Simmons:

Father thanked the members who are remaining on the council for their continued service and the new members who are willing to give of their time and effort to the council. He spoke about the need to involve more parishioners in parish activities, and in a more structured fashion. He named the various committees that are active in the parish, and emphasized the need for council members to become involved as liaison with the committees and report back to the council on what is and is not happening in those areas. He stressed the great need to involve the young people of the parish – the parents and the youngsters. He offers his support for the work of the council and all parish activity and reiterated his desire to be kept informed and consulted about what is being planned. He closed the meeting with a prayer for the success of the council.

Holy Spirit Church

Pastoral Council Meeting Minutes July 30, 2009

Approved at Council Meeting September 24, 2009
Note: There was no meeting held in August, 2009

Attendees: Father Simmons, Sister Susanne Bunn, Carmen Arroyo, Gary Beck, Christopher Coffey, Marge Hoffa, Clotilde Obo, Anne O'Connor, Shawn Sharpeta, Tom Stoll
Absent: Susan Businsky, Peggy Doty, Debbie Fischer, Carol Garitty

Father Simmons opened the meeting with a prayer.

A motion was made by Marge and seconded by Anne to accept the minutes of the June 14, 2009 meeting.

Old Business:

Chris Coffey nominated himself for the office of Vice President of the Pastoral Council. Father Simmons would like to wait for a vote until the next meeting when more Council members are present.

Marge addressed the trifolds for the different committees being placed in the narthex. Father Simmons suggested rotating them monthly. (Note: There was a notice in the bulletin this weekend of the change of trifolds from one committee to another.) Pastoral Council members are encouraged to arrive to Mass early to greet parishioners and wear their name badges throughout the Mass.

Marge reported that Veronica Hernandez-Shepard has approximately seven people committed to the pilgrimage to Lourdes and Fatima, now scheduled for May 11th-18th, 2010.

New Business:

Review of parish committees – how can we help, what can we do?

Marge listed the various committees and contact persons:

- Evangelization – Dave Miceli, Denise Brown
- Ways and Means – Mary Smith, Wanda LeVasseur, Marge Hoffa
- Education – Sister Susanne
- Liturgy – Brian O'Connor, Richard Kozlowski, Anne O'Connor
- Social Outreach – Erma Protokowicz
- Youth – Gail Wilson, Brian McCarthy, Veronica Hernandez-Shepard
- Planning – Phil Durham

Marge recommends that each Pastoral Council member find a committee to work with, Evangelization and Social Outreach specifically. Outgoing Pastoral Council members are encouraged to chair committees. Father Simmons suggests that committee members find dates and times to meet, establish projects and deadlines. Marge states that as Pastoral Council members, we should find out what's happening with the parish committees.

Marge said that the Ways and Means Committee includes plant sales, flea markets, and the upcoming Bull Roast. Tom Stoll, having had experience with Bull Roasts, volunteered to help with the wheels at the Bull Roast, and he was established as Co-Chair of the Bull Roast Committee, along with Marge. Father Simmons suggested there are evangelization opportunities to be had at the Bull Roast.

Sister Susanne has postponed Vacation Bible School until next year due to lack of participants. Carmen committed to participating next year. Sister suggested having Benediction one night, the Rosary as the closing prayer another night, and an explained Mass and Reconciliation in the program also. Marge recommends that VBS have different themes, e.g., Patriotism Day, Favorite Saint Day, etc. Father stated that volunteers are

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Pastoral Council Meeting Minutes July 30, 2009

Approved at Council Meeting September 24, 2009

Note: There was no meeting held in August, 2009

needed to commit their time, parishioners specifically. Father also said he needs to refresh interest in altar servers and youth participation.

Anne advised that Brian O'Connor is unable to continue his participation on the Liturgical Committee.

Father Simmons described the broad range of responsibilities for the Social Outreach committee members: The Sharing Table, the Day Shelter, the Homeless Shelter, and other activities. Volunteers are especially needed to cook and serve food at the Homeless Shelter in Riverside.

The Planning Committee is currently inactive, with only Phil Durham participating. Father Simmons encouraged Pastoral Council members to participate in the Planning Committee.

Carmen is concerned about the parish youth, and suggests motivating them by providing external stimulation such as trips, musical events, etc. She suggested a trip to Emmitsburg as an opportunity to introduce the faith. Sister Susanne suggests visiting Catholic churches in the area. Carmen pointed out EWTN broadcasts Adoration of the Blessed Sacrament, and other informational programs on the celebration of the Mass. Father stated that the greatest thing the parish needs in the youth area is parental involvement. And Carmen advises that a three-way balance should be established weighing prayer, work and recreation.

No date has as yet been set for the parish picnic, but Marge suggested it be held in the fall after Mass on a Sunday. Father Simmons said that volunteers are again needed for the picnic to setup, cook/grill and clean up. Last year's use of name tags for attendees was affirmed as a great idea for parishioners to get to know each other. Brian McCarthy was mentioned as a leader of games for children.

Date and time for next meeting: Friday, August 21st, at 7 P.M.

Closing prayer was offered by Father Simmons.

These minutes were compiled from notes taken by Christopher Coffey. Many thanks!

cpg/8-5/09

NO MEETING AUGUST 2009

Holy Spirit Church

Pastoral Council Meeting Minutes September 24, 2009

Approved by electronic response.

Attendees: Father Simmons, Gary Beck, Susan Businsky, Chris Coffey, Debbie Fischer, Carol Garitty, Marge Hoffa, Clotilde Obo, Anne O'Connor, Shawn Sharpeta, Tom Stoll, Sister Susanne Bunn. **Absent:** Carmen Arroyo, Peggy Doty

Father Simmons opened the meeting with a prayer.

The minutes of the July 30, 2009, meeting were corrected and approved.

Old Business:

Election of Vice President. Christopher Coffey, having been nominated at the previous meeting, was duly elected as Vice President of the Pastoral Council for 2009-10.

Pilgrimage to Lourdes and Fatima. A number of people have signed on for the trip, which is scheduled for May 11-18, 2010. Father has asked Veronica Hernandez-Shepard, who is coordinating the trip, for more information to be made available to interested people.

Council members as liaison to parish committees.

Evangelization. Gary Beck will serve as liaison to this committee, and will contact Dave Miceli, who is the point of contact for this committee.

Education. Sister Susanne is in the process of reinstating this committee and has sent letters out to several individuals inviting them to meet with her on October 1st at 7:00 P.M. if they are interested. She has not yet received any responses.

Finance Committee. Father said that this committee consists of Phil Durham, Jim Kearns, and Bob Grochowski, all CPAs. They do not keep the books of the parish; however, they review them and see that everything balances.

Liturgy. Father Simmons said that right now it's basically him as a committee of one.

Social Outreach. Carol said that she would like to continue as liaison with the groups under the umbrella of this committee: Sharing Table, Day Shelter, and Homeless Shelter. Chris expressed an interest in working with the Sharing Table group, and Carol said she will give his name to Erma Protokowicz, who will contact him. Carol gave a handout to the council describing the various activities for new members, and updating the reports previously given. (See attached)

Ways and Means. Marge is currently the council liaison to this group. Currently, two events are in the planning stages: The Bull and Oyster Roast on November 7th, and the annual Flea Market on November 14th. Marge said the Ways and Means Committee is not listed on the website. The Flea Market is a large source of income for the parish. Committee members fabricate items to sell as well as accepting donations of goods to sell

Planning. This is basically Phil Durham, although it is inactive as a committee. Father Simmons said that about four years ago there was a questionnaire that people filled out at church, but that the council failed to make use of it. He did say he doesn't want another questionnaire. Perhaps we can find the one Father referenced and follow up on it? If it's available, it would be dated.

Holy Spirit Church

Pastoral Council Meeting Minutes September 24, 2009

Approved by electronic response.

Youth Activities. Veronica has shown interest in taking charge of this activity. Brian McCarthy will stay with it – the picnic, for example. Brian is in charge of games. There's also the Halloween Party in the parish hall on October 25th. Brian will be arranging games for that also. But basically, these two activities are geared for the younger children; we need to find ways to engage the older youth. Debbie would like to be the liaison to this committee.

Anne suggested possibly we can do something for Advent with the youth – an advent wreath? Anne will talk to Sister Susanne about it. Father suggested taking the idea to Veronica also. Debbie said she'd be interested in helping. Debbie mentioned the Mount St. Mary's retreat/day of prayer, the downtown Way of the Cross, and other activities.

Father Simmons said there are no doubt other committees that could be formed for various parish activities. We should try to learn the needs of the parish and help them get started. He suggested we have committee POC's come to council meetings and describe their activities. Also, the council members named as liaisons can attend committee meetings, take notes and present that to the council. Father commented that all the committees seem to have an independence that gives them more energy for what they want to do, and that people are always willing to work but do not want to be in charge.

New Business:

The mission of Holy Spirit Church: *"The mission of Holy Spirit Church is to support and encourage all people to participate in the solemn worship of God through the liturgy and use their many talents to assist the Church and spread the Gospel of Jesus Christ."* Father said it is a very broad statement of our mission.

Marge asked how can we bring this to the attention of all parishioners for them to read and think about. Anne suggested putting it inside the bulletin as the answer to the question: "Do you know what the Mission of Holy Spirit Church is?" because people really don't look at the cover of the bulletin, which is the same every week. Sister Susanne suggested that we highlight a thought each week during Advent, getting people to think about what they are doing that would help them fulfill the mission. Carol will work on that.

Reports from Committees:

Picnic – Sunday, September 27th. Plans are well underway and about 175 people have signed up. Help can be used in setting up and cleaning up. Shawn is engaged in putting it all together this year. There was a suggestion that before next year's picnic is scheduled, the Ravens schedule be checked so as not to create a conflict as we are losing some people this year to the game.

Bull and Oyster Roast, Saturday, November 7th. There will be a committee meeting on September 27th after the 8:30 Mass. Tickets are being sold only after Masses, and sales are slow. Father suggested that committee and council members take groups of tickets to sell. The Knights could sell some at their meeting. Also Prince of Peace has a spaghetti dinner on Sunday, October 4th. They could sell tickets there. Anne suggested that we put in the bulletin that the last date for ticket sales will be Sunday, November 1st, as we have to give the caterer the count by November 2nd. Veronica is sending by e-mail a flyer for Kathy to have printed and stuffed into the bulletin. Debbie said she will help stuff them. Add to the flyer the information re the last date for sales.

Website. Marge suggested that we all look at the website and see if there are ways that we can help Phil Durham, webmaster, keep it up-to-date and make improvements if needed. Carol reported that she has been working with Phil in doing just that. Phil has added the Town Hall Q&A's, and has added the Pastoral Council Constitution to the site and has made several other suggested changes and additions. The parish committee page needs updating and we'll get that information to Phil. The website is looking very good and is

Holy Spirit Church

Pastoral Council Meeting Minutes September 24, 2009

Approved by electronic response.

an ongoing “work in progress.” We can help by reviewing it often and getting changes and new information to Phil.

Next Meeting. Father said it probably isn’t necessary to have a meeting every month. The council could meet in October and November and then do a December “meeting” by e-mail. Marge would send out an agenda and members would e-mail her with their comments, to be brought up at the January meeting.

The next meeting will be on Wednesday, October 21, at 7:00 P.M.

Closing comments by Father Simmons.

Father said that October is Respect Life month and the first Sunday is Respect Life Sunday. There will be a notice in the bulletin on October 4th for anyone who would like to participate. The Feast of the Rosary is October 7th; this is an opportunity to encourage people to say the Rosary. Sister Susanne said that she is sending a rosary home with each child, along with a *How to Say The Rosary* sheet. A suggestion was made to have the Rosary said before the 11:15 Mass each Sunday during October, about 10:45 in the Chapel. Susan said she would be happy to lead it

Father Simmons closed the meeting with a prayer.

Submitted by: Carol Garitty

Holy Spirit Church

Pastoral Council Meeting Minutes October 21, 2009

Approved by electronic response.

Attendees: Father Simmons, Gary Beck, Susan Businsky, Peggy Doty, Debbie Fischer, Carol Garitty, Marge Hoffa, Clotilde Obo, Tom Stoll, Sister Susanne Bunn. **Guests:** Phil Durham (Webmaster), Shawn Aleman
Absent: Carmen Arroyo, Christopher Coffey, Anne O'Connor, Shawn Sharpeta

Father Simmons opened the meeting with a prayer.

(Minutes of previous meeting are awaiting electronic approval response from council members)

Old Business:

It was reported that the parish picnic in September was a success despite the rain and a conflicting Ravens game. Thanks to all who assisted in putting it together, and to Shawn Sharpeta for stepping up to oversee it.

Marge reported that there are about seven people committed to the pilgrimage to Lourdes and Fatima, scheduled for May 11th-18th, 2010. Veronica Hernandez-Shepard is coordinating this trip.

Committee updates:

Sister Susanne reported that the Education Committee held its first meeting this month, Father hosting in her absence due to a conflicting meeting. Three people came, and a fourth is interested. (John Crossin, Mike Perrone, Sr., Carmen Arroyo, Marissa Quintero) Sister had envisioned a maximum of three meetings a year, doing something for Advent, Lent, but this group has already scheduled a second meeting (Oct. 22nd). Father Simmons attended the first meeting and is pleased with the membership and John Crossin's volunteering to be Chair. He hopes that all committees that are doing poorly can be assisted by the Education Committee – perhaps train the chairs or people who are willing to take leadership, but don't know how.

Marge reported that the Ways and Means Committee has two activities coming up in November: the Bull and Oyster Roast on November 7th, and the Flea Market on November 11th. Ticket sales for the Bull Roast are going slowly, but the expectation is that they will pick up. The minimum number we can go with is 150 people. There have been very few sales at Prince of Peace. The committee decided to hold back about 20 tickets to sell at the door and will ask Father Simmons to announce that at Masses on October 31st and November 1st.

Phil Durham, Webmaster for Holy Spirit's website, gave us background on the website and an overview of what is on it and what he hopes to see on it eventually. The website was started by Jim Finferra, former parishioner, who has since retired to Florida, and is still hosted on his server. Larry Shepard and Veronica Hernandez-Shepard assist Phil with maintaining the site- Veronica with the structure and Larry is the "tech" person.

Phil said that the Archdiocese evaluated all the websites in the diocese with 50 questions and graded ours at "top end of average." Phil thinks that right now it's a C- as we still have missing or incomplete information on who we are at Holy Spirit and what we are doing. He would like to see information about the staff, and evangelization links to other parishes. He would also like to put more information on about how parents can afford a Catholic education for their children. There is information there about Knott scholarships. Phil said he avoids putting anything involving religious controversy or political information. His guideline is WWFD? (What would Father do?) Any help that we can give in keeping the site current will be greatly appreciated. (The council is currently attempting to identify members of the various committees in the parish and will get that information to Phil as soon as possible.)

Phil went on to say that as part of involvement in the "larger" church, he provides links to other parishes to see what's offered there that perhaps we cannot offer here. He has also put an e-mail link to the Executive Committee of the Pastoral Council, should anyone want to contact them directly. Other members of the council said they are willing to be included in that link (their individual e-mail addresses won't be published). There's also a link to St. Joseph's Orphanage, which Holy Spirit has been assisting for many years. Suggestions are always welcomed, and new and updated information is also.

Holy Spirit Church

Pastoral Council Meeting Minutes October 21, 2009

Approved by electronic response.

Carol reported that the Social Outreach groups have been active – August 31st at the Homeless Shelter, a Monday in September at the Day Shelter, and October 31st is the next date for Holy Spirit at The Sharing Table. Both Carol and Chris Coffey are planning to be at the Sharing Table. Carol said she will be talking with Erma Protokowicz about having a “mini-social” for all the members involved in those groups – bring them all together as one unit. (After talking with Erma, she and Carol decided that probably coffee and donuts between Masses one Sunday in January would be best.)

There was discussion about the Hospitality Committee, which hasn't actually met in many months, but has had some activity, such as refreshments at the Thanksgiving ecumenical service, etc. Marge is chair of that committee, which Father Simmons described as a sub-committee of Evangelization Committee.

New Business

Susan Businsky reported on the success of the Rosary being said before the 11:15 Masses during the month of October – Mary's month. Last week, the Faith Formation children came directly from classes to the church to participate, and it worked well. It was decided to have those who are interested in continuing this come to the chapel on Sundays. Beverly Kott contributed 100 rosaries for the children to each have on.

On November 21, the Archdiocese is presenting a Pastoral Leaders Orientation – one of several in the area – and Father Simmons passed around the brochure and asked those interested to sign up. Kathy will send in the registration form. Carol will contact council members who are not here tonight and see if they are interested and get the names to Kathy by Monday. Several members are interested in attending.

Father Simmons said that this weekend there will be a form in the pews for people to fill out with their names and e-mail addresses to give to the Archdiocese so they can make everyone aware of issues that come up in the legislature that affect Catholics. The Maryland Catholic Conference, a watchdog organization, will provide links to our legislators so we can contact them directly. This way, we can make a difference. Father would like each of us to fill one out, so that people next to us will see that it's “o.k.” to do that and will fill one out also.

Father said that on November 29, the Sunday after Thanksgiving, the Hibernian Ladies have a Celtic concert scheduled at Holy Spirit at 3 P.M. It's an Irish men's chorus, and they will be doing a Christmas concert. The cost is \$10 per person, and the proceeds go to the FCCAU to support their programs on behalf of the needy and homeless.

The children's Halloween Party is this Sunday, October 25th, from 1:00-3:00 for children up to 10 years of age. Older children are welcome to assist with the games and prizes, and Confirmation students can earn service credits.

Tom Stoll reiterated the importance of getting the word out about the Bull Roast to family, friends, and co-workers!!

Next meeting: A suggestion was made that we not meet during November and December, both busy months, but instead, Marge will send out an agenda for the meeting to be held in January, and we can respond electronically with questions, comments, etc., and come prepared to discuss it all in January. **That meeting is scheduled for Sunday, January 17th, at 9:15 A.M. in the parish hall.**

We talked about having a repeat of last year's December “cookies and hot chocolate” social meeting, where we each brought cookies to share, plus an additional dozen each for Peggy Doty and others to distribute at the hospital on Christmas morning. Peggy will get back to us about that. We all agree it's a very nice idea.

Father Simmons closed the meeting with a prayer.

Submitted by Carol Garitty, 10/23/09

NO MEETING NOVEMBER 2009

NO MEETING DECEMBER 2009