**Saint Michael Catholic Church /Mount Airy, Maryland**

**Pastoral Council Meeting Agenda**

**Wednesday, May 1, 2019/ 7:00 to 8:30 PM / Room A-122**

**In attendance**: Fr. Mike, Tricia Buckman, Ted Burkhardt*,* Bill Hammett, Jim Nalepa, Alyssa Smith*,* Juliana Weber, Joann Wozniak, Chuck Young

**Opening Prayer:** led by Chuck Young

**Information Sharing**

1. Approval of Council Meeting Minutes & Announcements
2. Pastor’s Report
	* Spring Review published via Flocknotes and parish bulletin, also attached
3. Business Manager’s Report
	* attached
4. Parish Success Group update
	* Contract being reviewed
	* Anticipate that it will start soon
	* Funding is available if we choose to continue past the introductory (3 month) contract period

**Discernment/Discussion of Issues**

* Budget Requests from committees
* November 16-20 – Mission being planned
* Rebuilt Team is still meeting and working on developing a welcoming committee that is separate from the Rebuilt Team

**Closing Prayer** led by Father Mike

**Next meeting date and time:**

**June 5 at 7pm**

**Business Manager Report to the Pastoral Council**

**May 01, 2019 (Includes March and April)**

**Administration and Finance**

* **The Annual Appeal for Catholic Ministries, Our Faith, Our Future** in pew appeals were held a month apart on the weekend of March 23/24 and April 27/28 due to the Lenten message series. We have a goal of $91,756 and already received 207 pledges for $79,526, 87% of goal! We received 37 pledge envelopes over the second weekend, which (if averages hold) bring us to goal, if not a bit above goal.
* **Easter Mass Counts: We had a total attendance for Easter Sunday of 2,209 vs 2206 last year!**
* **Easter Collections exceeded $19,000**

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* **Ministry Platform and Give Central:** St Michael will be one of 5 pilot parishes implementing the new parish database Ministry Platform. Juliana Weber has volunteered to represent the parish requirements for parishioner data, giving management, religious education, ministry scheduling and contact management. Parishioners and Ministry leads will be better able to access information and schedules using this platform. Ministry Platform has been reviewed and approved the Archbishop after parish staff reviewed three competing parish management platforms.
* **AP testing for Marriotts Ridge High School** will be held for the third year in a row at St Michael church from May 6 through May 17th. Building access will be restricted during testing times from 7:30am through 4:30pm daily. There will be 23 sessions scheduled with over 1398 exams being taken during this two week period.
* **Fr Mike’s 50th Jubilee of Priestly Ministry** will be celebrated at a Mass of Thanksgiving on Friday May 17 at 4pm in the large church. A reception will follow at Cattail Creek (limited space) and receptions will be held at all masses the weekend of May 18/19. We have received wonderfully generous sponsorships from anonymous donors and the Knights and Men’s Club organizations to honor Fr. Mike.
* **The parish directory** has been distributed to parish households that participated in the photo sessions. Additional copies are available at the parish office for $15.
* **Financials and mass attendance:** YTD offertory is 2.3% below plan, which is consistent with the trends reported by the Archdiocese in the article in the recent Catholic review by John Matera. Mass attendance average is **953 per weekend, January** through the end of April. first weekend in March. Compared with **1023 for the same weeks last year**. (Excluded snow, unexpected events and Holy Days in this comparison). Interestingly mass attendance for Ash Wednesday was 855!

**Facilities**

* We completed 4 proposals on the pump room equipment. The costs of replacing the booster pump system is $32,500 and the fire pump is over $18K. Funding will come from the parish share of the 2018 annual appeal and the building maintenance fund savings. The fire pump was installed today and will be inspected by the fire marshal by the end of the week.
* The fire alarm system across the three areas of the church campus will be tied together. BFPE will do the work at a cost of $15, 121. The scope of work includes replacing and updating smoke detectors, replace the old pull stations in the fellowship hall and narthex, install new warning speaker and strobe units and install a new smoke detector in the sanctuary. This update is important so that the entire campus is notified of an emergency with one alarm.
* **Rectory repair and renovation** has begun and will continue through early summer. The total cost of the repairs will be $78,182 with $16,141 coming from our insurance claim and the balance being paid from Embracing Our Mission savings. We had planned on $50,000 in the 2018 capital plan. We had not anticipated the extent of the waterproofing remediation.
	+ Waterproofing - $20,487
	+ Plumbing estimate $10,320
	+ Electric estimate $8785
	+ Mechanical HVAC estimate $5,000 (placeholder)
	+ Carpentry – drywall and paint $24,935
	+ Flooring $8,665

**Evangelization Committee Report – 05/01/2019**

**Women’s Outreach:**

*Walking with Purpose* has completed its sessions.

**Men’s Outreach:**

*That Man is You* has one more session.

**Rebuilt:**

This effort is focused on discerning and recommending ways St. Michael can continue maturing as the Body of Christ in living out the Mission given to her by Christ.

This meeting consisted of discussions related to Parish Success Group and reflecting on impacts made thus far. Some of these are in the form of being a catalyst for change, welcoming people and work towards the development of a welcoming ministry, message series, lay witness talks, in pew postcards, welcome desk, etc.

**Education Committee Minutes 4-23-19**

**In attendance:** Rose Young, Joann Wozniak, Juliana Weber, Michelle Miller, Tricia Buckman

* Opening prayer
* Approve minutes from last meeting
* Service projects – Many ideas shared. Joann and Juliana will discuss and make a recommendation at the next meeting.
* Seminarian update – Joann is waiting for a call back.
* Programs/Events updates
	+ Updates
		- Pilgrim’s Progress – 92 people in attendance.
		- Children’s Bible – 50 Bibles distributed.
* Catechist Orientation – Being changed to catechist training. Date will be September 8th from 9:00-12:00. 4 other catechist formation dates are as follows; Nov. 13th from 7-8:00, Feb. 10th from 7-8:00, March 26th from 7-8:00.
* Rel. Ed. 2019-2020 Calendar distributed
	+ Parent observations will not happen.
* Open forum – Julian presented an idea to make a book on the Our Father prayer. It would include different grade levels and the St. Michael’s pre-school.
* Next meeting May 28th (4th Tuesday 5:30 – 6:30)

**Service Justice Report**

1. Pilgrim’s progress sneak preview was success 92 people attended.
2. Catholic bee winners recognized thank you to the knights of Columbus for sponsoring this .
3. Food baskets where given to 42 people. Jennings chapel donated a Easter basket with candy and cross that said Faith to each family.
4. Military drive we sent boxes of items over seas to Matthew nephew of mike Ritgerd and Sharon Walters .
5. Columbia center baby shower drive went well.

**Liturgy Committee**

The Liturgy Committee rescheduled our meeting from last Sunday to this Sunday.  We will review [feedback from Lent/Easter liturgies](https://stmichaelspoplarsprings-my.sharepoint.com/%3Aw%3A/g/personal/cbritton_stmichaelpoplarsprings_org/EeQzVH-T3XJOm0Tv1Rj94RgBhyGPlA3cqOFIlBGOCq5oUg?e=BwUxPU)(which you are welcome to continue contributing to).

**Pastor’s Spring Letter**

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| Dear Brothers and sisters in Christ, I hope you were spiritually strengthened during Lent, Holy Week, and Easter Sunday. From my perspective, the liturgies were quite beautiful and uplifting. Pat Campbell, the new Director of Liturgy and Music, can build upon the good foundation laid by the Liturgy Committee. An adult choir member shared with me recently: “I think we are very fortunate to have found Patricia Campbell. She elevates the praise we help the congregation give to God, by selecting uplifting music that fits closely with the readings and parts of the services. Through her hard work, experience and inspiration she has brought forth beautiful music from our rather small group of singers and instrumentalists. We are truly blest.” Our worship assembly is so blessed to have the weekend assistance of the Trinitarian Fathers, namely Fr. Kurt Klismet, O.SS.T. and Fr. Gerard Lynch, O.SS.T., who preside at two Masses and help with confessions at Penance services. Deacons Cliff Britton and Harbey Santiago, faithful in their ministry of Word, Sacrament and Charity, provide catechesis and preparation to parents prior to Baptism and to catechumens and candidates in the RCIA. Mr. Robert Porter, III was baptized at the Easter Vigil and Dave Kile and Brian Sweene were received into full communion with the Catholic Church, Brian at the Easter Vigil and Dave earlier in the year. Deacon Cliff has done good work coordinating special events connected to liturgy and in the training of altar servers!   Fifty-nine youth were sealed with the Gift of the Holy Spirit in two beautiful Confirmation liturgies with bishop Adam Parker on April 7, with three confirmed at the Easter Vigil April 20.  Little children celebrated first Reconciliation, and 62 of them will celebrate First Holy Communion on May 4 and May 11. Dozens of penitents confessed at the Lenten Penance Service April 3 and several more during*The Light Is On For You*April 10 and 17 *.* Our young adults, Rheanne Eldridge & Carson Baker, Anne Regan & William Harbold, Grace James & Joseph Burns, William Loveless & Carrie Cox, Keith Pusateri & Kelcey Carver, Taylor Salandra & Stephen Everett, Derek Frantz & Nicole Hullett are preparing for holy Matrimony. Each year we see growth in full, active, and conscious participation in the Eucharistic celebration. I saw this, particularly during the Holy Week liturgies.  Some change in liturgical procedures deemed necessary were introduced in workshops conducted by Pat Campbell and Deacon Cliff. I appreciate the called and gifted who humbly support the sacred assembly as greeters/ushers, altar servers, readers, cantors, instrumentalists, EMs, choirs and ensembles, liturgical artists, sacristans, and those who tidy up the pews, manage the sound equipment, and set up the Fellowship Hall and Multi-Purpose room at Christmas and Easter. When I pulled into my parking space on Easter Sunday, I was proud to see eleven attendants conducting stadium-style parking –an effective system to accommodate the gatherings at Christmas and Easter. Parishioners and visitors at the 9:00 a.m. daily Mass continue to form community and grow in powerful intercessory prayer, not only for their own needs but for the needs of Church and world; and they offer loving hugs and encouraging words to persons receiving anointing prior to surgery or facing difficult health challenges. During Lent there was participation in Vespers and Stations of the Cross. There were 90 at the ecumenical Good Friday Stations of the Cross led by deacon Cliff and me and two Lutheran pastors.  I think this was the best Lent yet for consistently high numbers at the Knights of Columbus Council 10525 Fish Dinners! Golly! 1,409 dinners served and $5K raised for their eight charities!  Thank you Al Cerrone, Knights and Ladies who managed the kitchen, set up, prepared food, cooked, and served. The Men’s Club have used their fundraisers to support youth ministry, Jamaica mission, mulch and plants for church gardens, books for *That Man Is You;* and just made a very generous donation to my anniversary dinner! The Men’s Club established the outdoor grotto of “The Immaculate Conception” and the Knights the “Memorial to the Unborn” and the flag pole site. Sir Knight John Sotak, Jr. oversees protocol for the American Flag. John is one of our in-house master carpenters. He has completed at least a dozen projects around the campus, e.g., “cubbies” for the preschool and the information desk in the narthex. Another craftsman is Tom Dorsey who made the lovely baptismal font for the small church, repaired the posts for the church sign by the grotto, and designed and made the beautiful storage case for the monstrance! I commend the leadership of Pastoral Assistant Ted Burkhardt and the initiatives of the Evangelization and Rebuilt teams chaired respectively by Dave James and Linda Gasch: *Catholic Dynamic* free books and CDs, *Women Walking With Purpose: Enabling Women to Know Christ Through Scripture, That Man Is You: Becoming A Man After God’s Own Heart, Called and Gifted, Dispel the Darkness* Lenten theme, the mini-mission with Fr. Paul Dressler, O.F.M. Cap., *No Greater Love* Bible study led by Maureen Cronin & Dave James, the personal faith witnesses at Mass, and now contracting the professional services of Parish Success Group (PSG). Disciples of Christ are those who, despite human weaknesses, are healed by him and commit themselves to follow him. With respect to Faith Formation, God has let His face shine upon our parents, religious education staff, catechists, children, youth and adults through the Pre-School, Sunday School, evening School of Religion, middle and high school youth gatherings, and the Sunday RCIA. Juliana, Joann, Sally, and our wonderful catechists provided Catholic instruction. I appreciate the involvement of the Knights in the *Catholic Bee* contest. I like the leadership demonstrated in hosting family movie nights and advanced showings or previews of Christian faith-based movies. I believe there were 92 at the showing of the new CGI animated feature, “The Pilgrim’s Progress” prior to its current showing in theatres at Easter. I will be adding numerous faith-based, children and family-friendly DVDs to the church library for viewing at home. Check-out the creative bulletin boards in the gym lobby and narthex that advertise the popular Middle-School Mini-Camp and Vacation Bible School, and that thank the volunteers who helped our children bloom and grow in the faith. I acknowledge the work of the Education Committee (Tricia Buckman, Michelle Miller, Juliana Weber, Joann Wozniak, Rose Young) in supporting the faith formation staff in goals and creative ideas. The 2019-2020 Religious Education Handbook and Calendar have been released. I admire the care shown and measures established by the Safety & Security team for the protection of catechists, students and congregation. |
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| Thanks to the enthusiastic leadership and groundwork laid by former principal Angela Calamari, the support of Joann Wozniak and business planning of Donna Binney, St. Michael Church, Poplar Springs, opened a Pre-School. The Parish hired an awesome Director in Mindi Lawton. There are 22 children currently enrolled in the program, both part and full-time enrollments. Mindi and her wonderful teachers Pamela Handel, Tiffany Nallo, and Peggy Preis, will graduate 8 students in June. There are currently 28 children enrolled for the fall, again with part-time and full-time enrollments. Mindi continues to take enrollments, and we are approaching two full classes.   The parents are impressed with our warm and friendly preschool and church staff and beautiful church campus. I often cross paths with the children and we exchange glad greetings. It’s good that the facilities are being used during the day, and to see and hear children at play and at learning. Mindi and staff are lining up their smart goals for next year! What about disciples as faithful and prudent stewards? While we still do not have a chairperson, the Finance Committee in tandem with the conscientious, multi-tasked business manager, Donna Binney, monitors the budget and initiates Offertory increase efforts like the *Gift of Hours* and *Taking the Next Step;* and each year invites a higher percentage of families to participate in the *Annual Appeal for Catholic Ministries*. In that Appeal we now have reached 85% of our parish goal of $91,756. The 2019 parish budget is now being prepared. I give due support and appreciation to Al Cerrone and his dedicated Bingo and Cornerstone Breakfast workers that continue to bring in needed income.  These events benefit both the patrons and the parish. Fundraisers do not, however, substitute for one’s personal responsibility in giving generously to the Sunday Offertory that is paramount in keeping the day-to-day operations going. The Legacy League, begun by Mary Ann & Keith Gehle, has produced 10 endowments in its forward-looking vision! Look at the tremendous generosity shown by the Parish in its donation of $25K taken by the mission team to Jamaica that will build three houses, repair the roof of Our Lady of the Annunciation Church in Hayes, and seed many micro-business loans for enterprising families! Many outreach projects, during Lent into Easter Time, came under the umbrella of Service/Justice, e.g., lunches and meals for the hungry, collections of items for military unit overseas, baby shower drive for the Columbia MD Pregnancy Center, scout/ecumenical co-op on Easter baskets distributed from food pantry, Pre K – 5 fleece prayer blankets, children’s cards made for nursing home residents, soldiers, and cancer patients. Joann Wozniak is staff liaison to Angela Calamari and her Service/Justice team. Katie Baran and her Respect Life team have given strong faith witness in the annual March for Life (Eyre Bus donated) and support for the Columbia MD Pregnancy Center. Pamela Schettler, long-time coordinator of the seniors group (O.W.L.S.) keeps them connected in glad fellowship.  A new healthcare team has been formed with RNs, Elaine Smith, Connie McKain, and Alyssa Larrimore (Red Cross Blood Drive, blood pressure screening, speakers on health issues). The Alcoholics Anonymous group (AA) that meets on Monday nights has been a long-time sure help in time of need for men and women in our community. The Divorce Recovery ministry by Irene Cochran and deacon Harbey has been a great support to persons separated or in broken relationships. Widows and widowers and families in bereavement find great release from pressure in the hospitality of the funeral luncheons. The home bound sick, frail elderly and residents at Lorien of Mt. Airy and Pleasant View have access to the holy Eucharist and connect with our faith community through the pastoral visitors coordinated by Margie D’Valle. So much hospitality is shown over many years in the coffee & donuts, luncheons, pot-luck dinners and receptions for special occasions set up by Christa Pusateri and Lynda Sheckels. Can you believe Troop 428 has produced over 45 Eagle Scouts through the leadership of a few good men and women! Candidates for Eagle Scout have done many projects on our church campus, e.g., for the *Giving Garden*: raised planters (Ethan Welsh), fence and gates (Payton Jaap), and shed (Noah Stewart) When the pavilion is erected, it will be one more nice space in which the Scouts, preschool, mini-camp, VBS, Knights can meet for seasonal outdoor activities.https://d6iyrqjd26xke.cloudfront.net/childrenplaying/full.jpg |
| We have a hard-working administrative staff as well. On May 29, the church staff will share in a Day of Reflection at the Bon Secours Retreat and Spiritual Center with focus: *Living Your Strengths: Discover Your God-Given Talents and Inspire Your Community*. The new Church Directories were finally printed by LifeTouch, a project successfully spearheaded by church secretary Nancy McLaughlin. Jamie Thomas, bookkeeper, among other tasks, prepares invoices and weekly financial spreadsheets for the church bulletin and sees that bills are paid weekly. I also appreciate the helpers who stuff the inserts into the church bulletin. The BOMC (Building/Operations/Maintenance Committee: Jack Lawler, Tom Page, Dave Richardson) continue to oversee capital projects like the renovation of the rectory basement. They are in consultation with engineers Daft, McCune, Walker, and the archdiocesan project manager, Christin Kinman, and real estate attorney Joan Becker, on updating the site plan and the Submittal of Conditional Use to Howard County. With demolition of rectory basement complete, water proofing is the next step in renovation plan. Mike Harrison keeps the facilities maintained and safe. He will oversee the crucial replacement of the fire and booster pumps. Our Parish Share from the *Annual Appeal for Catholic Ministries* will help considerably with the cost of the pumps at $50K. A gift to the Appeal will be appreciated! Folks are pleased with the personable and reliable new church custodian, Juan Hernandez. Colson’s Lawn Service and Landscaping has attractively re-landscaped the sloped garden outside the religious ed wing and library. The annual mowing has begun. The Garden Club mulched and added beauty to the grounds in preparation for Confirmation, Easter Time, and First Communion. Lisa Vilar continues to lead the*Giving Garden* that has produced 600+ lbs of vegetables donated to the Howard County Food Bank. The storm management pond (SMP) is functioning effectively. The adjacent Harrison Farm is planning to add buffers to hold back the considerable run-off onto our lower ball field. In the multi-purpose building, we now have three pickle ball courts used by parishioners and guests! In addition to parish boys and girls basketball teams (a winning season this past year), a men’s group and Mt. Airy Christian Academy use our basketball courts.  Cemetery sites continue to be sold, as sudden need arises or people plan ahead, $550 for cremation site; $1100 for full burial site with vault & casket. Cemetery maintenance is kept up faithfully by team Doug B. Gasch and Larry Pugh. During National Library Week (April 7-13) the *Church Library Document* was released on Flocknotes to church staff, parish leaders, catechists and others with whom I have also shared daily homilies for the past four years. Lay Corporators, Wade Gallagher and Karen Courtney, meet with me quarterly to review finances, security of parish assets, condition of physical plant, safety and security, operations in accordance with Archdiocese of Baltimore policies, oversight of auxiliary organizations, hiring/supervision and retention of personnel. I consult with Chuck Young, chair of the Pastoral Council, and listen with open heart and mind to the discussions and recommendations of Council members. This is my 30th Easter celebration with you!   The Parish will honor the priesthood of our Lord Jesus Christ in tandem with my 50th anniversary of ordination on May 17. The Golden Jubilee Planning team is doing a marvelous job with the liturgy, dinner and receptions! With the help of the Holy Spirit, prayer, the Sacraments, the spiritual and corporal works of mercy, and the five mission areas referenced in this review, together as church, we fundamentally welcome one another, and others, on pilgrimage at significant transitions and offer spiritual succor, Christian fellowship (Gr. *koinonia*) and humble service (Gr. diakonia) on the Way to our Father in eternal safety and peace!https://d6iyrqjd26xke.cloudfront.net/springflowers24/full.jpg |

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| *Alleluia*, the Easter song *par excellence*, and the *Glory to God are back*! Nature is celebrating her return to life; and together Head and members of the Church rise in a new life of grace and holiness. In springtime nature revives, so too in the Body of Christ a new and holy revival takes place. Eagerly, joyfully, let us open our minds and hearts to the energizing forces flowing from our Head so that God’s Church may enjoy a spiritual spring. Springtime has made its appearance in the land, Alleluia! The Lord has completed His redeeming work, alleluia! Our souls have risen anew, Alleluia! |