

St. Martin de Porres Warren, Michigan
Meeting of the Parish Pastoral Council
Tuesday, May 3, 2016 Parish Center Conference Room
AGENDA

From our Parish Mission Statement: *How is what we are going to do help us “to proclaim the Good News of Jesus Christ, to celebrate the mystery of God’s love in our midst, to serve one another and the wider human community and to continue the Mission of Jesus?”*

Opening Prayer Experience and Attendance (Select new Chairperson?)

Ongoing Formation of the Council: From the USCCB document, “Go and Make Disciples” – Chapter 2 Part 2

Review of the Minutes

Ongoing Parish Issues

A. Issues for discernment/consensus (Old Business)

1. Building Committee progress report
2. Archdiocesan Synod on the New Evangelization (Suzanne Druzynski is the parish rep from St. Martin’s); Amazing Parish Conference (Fr. Nick, Chris Cabe, Renee Heileman, Rocky Mercier and Brian Tomaszewski); Come, Encounter Christ: three-night sessions are still available in May at St. Margaret of Scotland May 11-13, 2016; Parish Dialogue Session April 30, 2016 here at St. Martin de Porres.
3. Mission Trip to Appalachia progress report
4. Voices for Equity (transportation needs for the poor in Detroit/Wayne County).
5. MCC inspection reports: update on addressing issues
6. Catholic Services Appeal (\$75,444 for this year vs. \$75,750 last year)

B. Issues for discernment/consensus (New Business)

1. Parish Time and Talent Sunday moved from Pentecost to August
2. Status on part-time Business Manager
3. Status on parking lot, telephone system upgrade, church sound system

Report of the Commissions: See submitted reports.

1. Worship Commission
2. Education/Formation Commission
3. Christian Service Commission
4. Evangelization Committee
5. Parish Finance Council
6. Youth Representative
7. Central Macomb Vicariate Representative

OPEN FORUM / UPCOMING EVENTS / FYI

SCHEDULE NEXT MEETING: Propose Tuesday, June 7, 2016, 7 PM

EVALUATION OF THE MEETING

CLOSING PRAYER: Pope Francis Prayer for the Jubilee Year of Mercy

St. Martin de Porres Warren, Michigan
Meeting of the Parish Pastoral Council
Tuesday, April 5, 2016 (March meeting cancelled due to weather)
Parish Center Conference Room
MINUTES

From our Parish Mission Statement: *How is what we are going to do help us “to proclaim the Good News of Jesus Christ, to celebrate the mystery of God’s love in our midst, to serve one another and the wider human community and to continue the Mission of Jesus?”*

Opening Prayer Experience: The meeting began at 7:10 PM with the RENEW reflection and prayer for the coming Sunday. **Attendance:** Members present: Fr. Nick Zukowski (Pastor), Chris Casinelli (Chair), Jerry Cipkowski (Worship), Gary McMenamin (Education), Jerome Kunert (K of C) and Cecilia Lallman (Youth Rep.). Members absent/excused: Rocky Meldrum (Christian Service)

Ongoing Formation of the Council: From the USCCB document, “Go and Make Disciples” – Chapter 2 Part 1

Review of the Minutes: No meeting in March; no minutes.

Ongoing Parish Issues

A. Issues for discernment/consensus (Old Business)

1. Building Committee progress report: demolition of the old rest rooms will begin on Monday, May 2nd. Church will be open for weekend Masses only. Only positive reactions to the seasonal stable and the new sanctuary handrails. Donors plaque has finally arrived; font size is small, but that’s what we could get for about \$1,400. We did not want to spend \$2000 or more for the plaque.
2. Archdiocesan Synod on the New Evangelization (Suzanne Druzynski is the parish rep from St. Martin’s) Amazing Parish Conference (Fr. Nick, Chris Cabe, Renee Heileman, Rocky Mercier and Brian Tomaszewski), Come, Encounter Christ: three-night sessions are still available in May at St. Margaret of Scotland.
3. Mission Trip to Appalachia progress report: 11 adults are ready to go. They range in age from late 50’s to 83 years old!

4. Any other Old Business?

B. Issues for discernment/consensus (New Business)

1. Resolution of disputed info re: Girl Scouts and Planned Parenthood: No sale!
2. Voices for Equity (transportation needs for the poor in Detroit/Wayne County). The Archbishop asks all parishes to participate in this movement. People have jobs and they have homes, but they do not have the resources to buy a car.

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3. Making PPC and Commission minutes available to the general parish: It was decided to put all reports on the web site and no copies in the church.

4. Any other New Business?

- a. Fr. Nick reported that an MCC inspection of all three buildings took place last month. The last one was six years ago. Michigan Catholic Conference is a self-funded insurance company made up of all the Catholic dioceses in the State of Michigan. In order to stay self-insured, inspection of all parish properties needs to be done periodically. A written report and summary were submitted via e-mail. Larry Lage is already working on this list of recommendations. Most are minimal cost items: replace smoke detectors/add carbon monoxide monitors; upgrade fire extinguishers; install black-out lights for emergency exits; do inspections of all boilers and get certification tags.

- b. Fr Nick gave a summary of the 2015 Catholic Services Appeal:

Goal: \$78,750.00

Total Pledged: \$91,695.06

Total Paid: \$88,246.98

Average Pledge: \$188.29

Number of Pledges/Gifts: 487

Number of Parish Families: 1,405

10% of the CSA overage will go to the Knights of Columbus Persecuted Christians Fund. This fund provides medical, food and clothing for our Christian friends in Syria and Afghanistan.

Report of the Commissions: See submitted reports.

1. Worship Commission
2. Education/Formation Commission
3. Christian Service Commission
4. Evangelization Committee
5. Parish Finance Council
6. Youth Representative
7. Central Macomb Vicariate Representative

OPEN FORUM / UPCOMING EVENTS / FYI

SCHEDULE NEXT MEETING: Propose Tuesday, May 3, 2016, 7 PM

EVALUATION OF THE MEETING: Good sharing, informative, productive.

CLOSING PRAYER: Since no one brought their Pope Francis prayer, we concluded with the Glory Be. Meeting ended at 9:15 PM. Submitted by Fr. Nick Zukowski

St. Martin de Porres
Christian Service Committee
April 26, 2016 1:30 p.m.
Parish Conference Room

Minutes

In attendance: Renee Heileman, Joanne Mizak, Rocky Mercier, Stan Sobecki, Sue Madro, Claire Shaw, Regina Falkowski, Ruth Ceci, Deacon Marion, Jack Dauffenbach, Marilyn Bazinski, Agnes Smalkowski

Renee called the meeting to order at 1:35 with prayer.
Introductions of each of the committee members were made.
The committee read and discussed the document "Go and Make Disciples".
The minutes of the previous meeting were reviewed and approved.

The following reports were shared:

- ≡ **Active Christian Women's Club** – Ruth Ceci
 - ≡ Spring Card Party was held on 3.31.16 and netted \$1700.00
 - ≡ The Baby Shower for Birthright was held with a generous number of gifts given to the organization. Baby bingo was also played.
 - ≡ Birthday Breakfast was held on 4.26.16.
 - ≡ Calendar of Events for the near future:
 - ≡ 4.29.16 Board Meeting
 - ≡ 5.1.16 Corporate Communion
 - ≡ 4.12.16 Potluck Dinner
 - ≡ The service project for this month will be the collection of large toothpaste and soap.
 - ≡ A new Membership Chair and Round Robin Chair will be installed. All the other officers remain the same.
- ≡ **Autumn Woods** – Representative absent
 - ≡ Communion is distributed every Monday by volunteers and a Communion service is held every Friday.
- ≡ **Bereavement** – Representative absent
 - ≡ New ministers are needed. The parish is down to 3. Ideally 8-10 are needed.
 - ≡ 2 people have expressed interest in becoming Bereavement Ministers. Renee will follow up.
 - ≡ Renee explained the role of the Bereavement Minister to the committee.
- ≡ **Boy Scouts** – Representative absent
 - ≡ The annual Pancake Breakfast is scheduled for May 15th.

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- ≡ **Food Pantry/Collection** – Agnes Smalkowski
 - ≡ Food dated as good until 2017 is being checked and will be stored for the Thanksgiving baskets until the time they are distributed at the holiday. Food is also being sent to St. Veronica's food program.
- ≡ **Funeral Luncheon** – Renee Heileman
 - ≡ The goal is to have the program active by Fall, 2016. Renee will work on it during the summer.
- ≡ **Knights of Columbus** – Stan Sobecki
 - ≡ The K of C hosted a Euchre party on 4.16.16. They made approximately \$2300.00.
 - ≡ The tentative calendar of events is:
 - ≡ May – Corporate Communion
 - ≡ June – Spaghetti Dinner for prospective members
 - ≡ July – Installation of Officers
 - ≡ August – Ice Cream Social/Corporate Communion
 - ≡ September – Christian Formation Picnic
 - ≡ October – Bratfest
 - ≡ November – Euchre Party
- ≡ **Parish Council** – Rocky Mercier
 - ≡ Renovation of the church restrooms begins in May. During that time there will be no weekday activities. Mass on Saturday evening and Sunday morning will continue during the weekend pauses in construction. Funeral Masses will be relocated to nearby parishes.
 - ≡ A Parish Dialogue Session will be held on Saturday, 4.30.16 to solicit input from all parishioners about parish life in preparation for the November Archdiocesan Synod.
 - ≡ No new Parish Pastoral Council President has been determined as yet.
- ≡ **Parish Nurse** – Renee Heileman
 - ≡ A new 4-session program, Healthy Habits, began in April. It emphasizes diet, stress management and exercise. It is sponsored through St. John's Hospital. It will feature a combination of lecture, discussion, and active participation. The initial session had 25 participants.
 - ≡ Armchair Aerobics finishes in May.
- ≡ Christian Service Commission Minutes, P. 3

- ≡ **Right to Life** – Regina Falkowski
 - ≡ The K of C will assist with the sale of flowers on Mother’s Day.
 - ≡ The group is preparing for the November elections.

Soup Kitchen- No report

- ≡ **Stephen Ministry** – Sue Madro
 - ≡ Deacon Richard Hulan was the speaker at the annual retreat on 4.21.16.
 - ≡ Chris Nixon of Eastwood Clinics is scheduled to speak on Substance Abuse on 5.5.16.
 - ≡ They are always on the lookout for potential care receivers who are in need. All they need to do is request a Stephen Minister. They are currently recruiting SM candidates for the training that begins in September.
 - ≡ Jack Dauffenbach shared some of his experiences at the recently completed Stephen Ministry Leadership Training in St. Louis.
- ≡ **F.A.M.** – Joanne Mizak
 - ≡ The annual geranium sale will take place before and after Mass on 4/30 and 5/1.
 - ≡ The F.A.M. will assist with receiving flowers during the May Crowning.
 - ≡ Joanne attended the recent presentation on Human Trafficking presented by the Michigan State Police. She shared the information with F.A.M. members and has committed to assisting area high schools in becoming more aware of the topic.
 - ≡ There will be a transition of student leaders in May.

Old Business

- ≡ **Almsgiving Cups**
 - ≡ The program netted \$2800.00+ this year.

New Business

Appalachian Mission Trip

11 people have committed to participate in the trip. Renee would like the parish to get involved with the program. The possibility of using a prayer clock, food preparation and a social media log connected to the parish website are being considered. Joanne will investigate the posting of pictures, etc. on the website. Renee is looking for additional ways to connect the parish community to the program.

- ≡ **Minister Recruitment**
 - ≡ A Ministry Job Fair is being considered for the parish, possibly in combination with the K of C Ice Cream Social in August. It would be held during all of that weekend’s Masses.

≡ **Summer Projects**

- ≡ Use of the AED, Funeral Brunch, Kitchen Policy and the Blood Drive are planned projects for the summer.

≡ **Amazing Parishes**

- ≡ Rocky and Renee shared information about the Amazing Parish Conference which took place at the Renaissance Center. The purpose of the conference was to take parishes from maintenance to mission with strategies shared for use at the local level.

≡ **Ladies' Retreat**

- ≡ The retreat is scheduled for October 15, 2016 for all women in the parish. Kathleen Linderman will be the speaker. The title is: Do You Long to Discover Your True Beauty?

≡ **Assignment for Next Month**

- ≡ For next month's meeting, 5.24.16, at 12:30p.m., Renee will be providing lunch. The assignment is to brainstorm "cool" stuff to make Christian Service more enticing.

The meeting closed with prayer at 3:30p.m.

Respectfully submitted,

Susan Madro
Stephen Ministry Representative

St. Martin de Porres Warren, Michigan
MINUTES of the
Meeting of the Parish Pastoral Council Evangelization Committee
Thursday, March 31, 2016
Pastor's Office

From our Parish Mission Statement: *How is what we are going to do help us “to proclaim the Good News of Jesus Christ, to celebrate the mystery of God’s love in our midst, to serve one another and the wider human community and to continue the Mission of Jesus?”*

Opening Prayer Experience: Meeting began at 6:30 PM with the RENEW reflection and prayer for the coming Sunday, Divine Mercy Sunday, the 2nd Sunday of Easter.

Attendance: Present: Fr. Nick, Maribeth Crescenti, Margery Fabilli. Lucy Zalewa was excused. Would like to see more members as we grow in our efforts.

Ongoing Formation of the Committee: Instead of working from the USCCB document, “Go and Make Disciples” a spontaneous discussion erupted which went all over the place: Girl Scout Cookies, orthodoxy, Mother Angelica, prayer, Spirit. Good sharing.

Review of the Minutes: No corrections. Accepted as read.

Ongoing Parish Issues

A. Issues for discernment/consensus (Old Business)

1. Parish Synod: November 18, 19, 20, 2016: “Unleash the Gospel.” Parish Rep is Suzanne Druzynski. Prep for the Synod includes Amazing Parish Conference: April 18, 19, 20, 2016 at the Marriott Ren Cen Hotel. Theme is “Going from Maintenance to Mission.” Fr. Nick, Chris Cabe, Renee’ Heileman, Rocky Mercier and Brian Tomaszewski will attend. Parish Dialogue Sessions: Facilitator: Margery Fabilli, Note Taker: Kathy Baker, Marge, Kathy and Fr. Nick attended the training session. We decided on SATURDAY, APRIL 30 from 12 Noon to 2:30 PM, with an alternative date if more than 125 people express interest. Registration will be encouraged. Check the A o D website under “Synod” for more info.

B. Issues for discernment/consensus (New Business)

1. How to communicate all of the Synod and parish evangelization efforts: Recommend Bulletin/Web Site/Homilies. Already started.

2. Status on Pictorial Directory and Welcome Booklet: Fr. Nick would like to see a parish pictorial directory every five years. Our 55th anniversary as a parish will be in 2017, so work must start this year to get the ball rolling on the directory. Chris Cabe, Zora Dziurman, and Lori Isaacs have come forward to work on this. Welcome booklet is coming along; still need input from various departments.

3. Any other New Business? A suggestion was made for an “Ask Fr. Nick” evening, where parishioners, many of whom are lifelong Catholics, have questions about what Catholics believe and why we do what we do as Catholic practice. This will be discussed at our next meeting. Another possible topic for me and for Sr. Pat is “My Story to Priesthood” and “My Story to Religious Life.”

P. 2 Evangelization Commission Minutes from March 31, 2016 (Cont'd.)

Open Forum/Upcoming Events/FYI: Fr. Nick is planning on going to St. Margaret of Scotland Parish in St. Clair Shores for the “Come Encounter Christ” in May.

Schedule next meeting: Thursday, May 26, 2016, 6:30 PM.

Evaluation of the Meeting: Informative, Spirit-led. Good sharing and good stories.

Closing Prayer: The meeting ended at 9:00 PM with the Glory Be.

**St. Martin de Porres Parish Warren, Michigan
Combined Parish Finance Council
and Stewardship Awareness Committee Meeting
Tuesday, April 12, 2016, 1:30 PM
Parish Center Conference Room**

MINUTES

Opening Prayer/Faith/Sharing Experience:

The meeting began at 1:35 PM with a reflection on the upcoming Sunday Gospel.

Attendance and Review of the Minutes: Members were present: Fr. Nick Zukowski, Mike Garcia, Jerry Cipkowski, and Mike Kostrzeba. Absent/Excused: Rocky Mercier. Minutes of the prior meeting were approved.

Ongoing Education and Formation of the Council

“Go and Make Disciples: A Pastoral Letter on Evangelization” by the United States Council of Catholic Bishops is the current ongoing formation topic for the Parish Pastoral Council and all the other commissions. We reviewed the questions for Section One. Good sharing.

Ongoing Parish Finance Issues

A. Issues for discernment/consensus (Old Business)

1. Review reports: Bookkeeper Dawn Peters will create comparison columns. Because of the current format of A o D forms, Dawn cannot provide a current month by prior month comparison for the reports. In future, she will print two sets of reports: the current one and the prior one from last year’s records.
2. Employee Handbook update: No progress.
3. Church restroom upgrade update: Begins Monday, May 2, 2016. See details in the bulletin articles.
4. “Called by Christ, Gifted by the Spirit” stewardship awareness: bulletin inserts, announcements, homilies and testimonials are provided by the A o D. Start Date of April 3, 2016 which will include bulletin articles and inserts, and homilies only. We will attempt to plan and do the entire program next fiscal year. It was felt that this year’s emphasis should be on Evangelization and the Archdiocesan Synod.
5. Any other Old Business? None mentioned.

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B. Issues for dialogue, sharing, reaction, proposing (New Business)

1. Girl Scout cookie sale at St. Martin's: It was decided by the pastoral team not to allow the sale of Girl Scout cookies on the parish premises because a percentage of the sale profits goes to pro-choice, anti-life groups.

2. Current Updates on other parish stewardship efforts:

a. Catholic Services Appeal:

2015 parish target: \$78,750; we are \$13,000 ABOVE the parish target!

2016 parish target: \$78,444

b. Changing Lives Together: Ready to be used for the church rest room renovations.

c. Sunday Offering: We are slightly above budget.

d. Time and Talent Commitment Sunday for Adults/Youth: Pentecost? We will still try to have a Time and Talent Expo on Pentecost Sunday.

3. Report from Parish Pastoral Council: Already addressed above.

4. Letter from A o D Dept. of Finance and Administration regarding Financial

Report for FY 13-14 and FY 14-15: Fr. Nick needs to speak with the ACWC officers about procedures for their account.

5. Any other New Business? Fr. Nick will be meeting with staff from Our Lady of Hope Parish in the final rounds of interviews for a business manager. It is hoped that Our lady of Hope Parish and St. Martin de Porres Parish will share this person. It is anticipated that the business manager would spend four days at Our Lady of Hope Parish and one day here, preferably on Wednesday, when our bookkeeper is here.

Evaluation of the Meeting: Informative, useful, inspiring.

Schedule of Next Meeting and Assignments: Propose Tuesday, June 14, 2016.

Closing Prayer: Pope Francis Prayer for Jubilee Year of Mercy.

Meeting ended at 3:00 PM.

Submitted by Fr. Nick Zukowski

ST. MARTIN de PORRES
WORSHIP COMMISSION MINUTES
APRIL 12, 2016
Parish Center Conference Room

OPENING PRAYER: Led by Dan Mamuyac at 7:00 PM.

ATTENDANCE: MEMBERS PRESENT: Fr. Nick, Deacon Marion, Cindy Cairns, Mike Garcia, Jerry Cipkowski, Pat Kaczmarek, Diane Budzinski, Dorothy Moon, Dan Mamuyac, Mary Alyce Gaffke, Sue Kochanowicz, Sr. Pat.

MEMBERS ABSENT/EXCUSED: Jim Hostnik, John McGovern, Kathy Groth

REVIEW OF THE MINUTES: Approved

ONGOING EDUCATION AND FORMATION OF THE COMMISSION:

Go and Make Disciples – Part Four – How Evangelization Happens

ONGOING PARISH LIFE

a. Old Business

1. The overall evaluation for Holy Week and the Triduum was very positive. There were good numbers present at each of the services and the participation was wonderful. There was a spirit of reverence and respect. The decorations were beautiful. Thanks to the generous help of the ushers, the Palm Sunday and Easter Vigil services ran smoother. There was a concern that the candles used at the vigil service burned too quickly.
2. The bathroom renovation project will begin on May 2nd. All daily church services will be cancelled. Weekend schedule will remain the same. A list of neighboring churches will be available for Daily Mass.
3. It was decided that we would keep our Saturday afternoon confession time at 3:00 PM.
4. The wrong Mass times listed on the Vicariate News has been corrected.

Compliments were given about our new website.

b. New Business

1. Called by Christ – Gifted by the Spirit is the Archdiocese of Detroit's response to the USCCB's directives on stewardship. It is a well-defined program with great resource material for homilies, tithing, bulletin articles, personal witness, etc. We don't have enough time this year to do the full program but Fr. Nick is doing some bulletin articles and a modified version. We hope to do the full program next year, 2017, which will be our 55th anniversary as a parish. We would still like to do a Time and Talent display on Pentecost this year with all departments highlighting their programs. This would be in the parish center with refreshments being offered.
2. We are looking to sponsor a pilgrimage to Blessed Sacrament Cathedral to the Holy Doors during this Jubilee Year of Mercy. For groups larger than 15, Sundays and First Friday are not available. Sr. Pat will look into the guidelines and what interest there might be in our parish.
3. Our Parish Synod Dialogue meeting will be on Saturday, April 30th from Noon to 2:30PM. This will be done with table discussions using the key words - Encounter – Grow – Witness. Margery Fabilli will be the facilitator and Kathy Baker the recorder.

All people involved in parish leadership, those serving on commissions, and members of the parish at large are encouraged to attend. Questions that will be discussed will be printed in the bulletin ahead of time so people have a chance to reflect on them before the gathering. This info from the meeting will be forwarded to the diocesan Synod Committee for their discernment.

4. The Divine Mercy Novena recited during the week had a small attendance. Fr. Nick, Deacon Marion and lay people took turns leading the prayers. Lack of information in the bulletin, on the parish calendar and in the announcements about the novena needs to be corrected for next year. Along with this, mention was made of the small attendance at the Monday evening prayer during Lent. More education is needed about the Church's Morning and Evening Prayer and a better understanding of the Psalms. To extend the service, more silent reflection time could be given.

5. Time and Talent weekend was addressed in #1 under New Business.

6a. There is a concern that there is too much Precious Blood left over at the weekend Masses. We are putting out less to see if we can eliminate that concern.

b. A discussion was held about our celebration of Corpus Christi. Some changes will need to be made to create a more reverent celebration. A suggestion was made to doing it after the 8:30 AM Mass rather than before the 11:00 Mass. This will be further discussed at our next meeting. There was some discussion regarding using more Latin at Mass, especially in music. Fr. Nick suggested that we start with singing the Holy, Holy, Holy and the Lamb of God in Latin during the Advent and Lent seasons. The Vatican II document on the Liturgy, while encouraging the use of the vernacular (local) language at Mass, does say that the Latin language is to be preserved in the Liturgy.

Evaluation of the Meeting: Informative, educational, timely, tender sharing, fun!

Next Worship Commission Meeting – Tuesday, May 17, 2016, 7:00 PM

Prayer Leader: Diane Budzinski

Closing Prayer and Adjournment: Prayer for the Jubilee Year of Mercy

**Pastoral Council
Youth Ministry Report
May 2016**

April:

- ≡ On April 10 the F.A.M. celebrated everyone's birthday with an annual birthday bash.
- ≡ Mrs. Mizak, along with one of our teens, Katrina O'Higgins, attended the Education commission sponsored presentation on Human Trafficking given by State Trooper, Tressa Duffin. The teens heard this presentation, given by Mrs. Mizak, at the FAM meeting on April 24. It was decided that Mrs. Mizak would contact the area High School principals to see about getting this information presented in the high schools.
- ≡ On April 30 and May 1 we will be having a Geranium Sale after all Masses to benefit next year's Steubenville trip.
- ≡ Our teens participated in the Religious Education End of the Year Mass and celebration on April 26, providing the music and leading the families in song.

May:

- ≡ May 1: Geranium Sale and Procession for Mary. The teens will help out with the procession.
- ≡ May 15: FAM Parent Night. Our theme for this year's Parent Night is "Holy Family."
- ≡ Saturday, May 28: FAM End of the Year Party. To be held at Mrs. Mizak's house at 6:00 p.m. We would like to invite Fr. Nick to attend!
- ≡ Steubenville Teen Meetings continue to be held 45 minutes before each regular FAM meeting. The theme for this year's Steubie meetings is, "Leadership."

June:

- ≡ Steubenville teen meetings will continue in June, and there will be a Holy Hour at St. Cornelius Church on Sunday, June 12.
- ≡ June 24: We depart from St. Malachy church at 7:00 a.m. for Steubenville, and arrive home on Sunday, April 26.
- ≡ Wednesday, June 29: the FAM will host the Steubenville "God Stories" for all three youth groups. This is Mrs. Mizak's last event before retirement.