

**St. Martin de Porres Warren, Michigan**  
**MINUTES of the Meeting of the Parish Pastoral Council**  
**Tuesday, February 2, 2016**  
**Parish Center Conference Room**

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 7:05 PM with a RENEW reflection and prayer for this coming Sunday’s Gospel: *Peter’s Call to Discipleship*. As always, there was a good faith-sharing.

**Attendance:** Members present: Fr. Nick Zukowski (Pastor), Chris Casinelli (Chair), Jerry Cipkowski (Worship), Jerome Kunert (K of C), and Cecilia Lallman (Youth). Absent/Excused: Gary McMenamin (Education) and Bill Edwards (Finance Council) with some confusion about Bill being on the PPC or just on the PFC.

**Ongoing Formation of the Council:** From the USCCB document, “Go and Make Disciples” – Chapter 1. **Review of the Minutes:** Accepted and approved.

**Ongoing Parish Issues**

A. Issues for discernment/consensus (Old Business)

1. Building Committee progress report: In order to keep the cost of the project at or below the \$150,000 budget, it was agreed to remove the unisex family bathroom from the plans. The ushers room will remain, with some space being used for the expanded women’s restroom.
2. Parking Lot maintenance: A noticeable improvement. The parking lot needs to be inspected every six months and necessary maintenance to be done to be proactive.
3. Synod on the New Evangelization: Mrs. Suzanne Druzynski has been selected as the parish rep for the November Synod. The theme of the Synod is “Unleash the Gospel.” Parish Dialogues: Margery Fabilli has accepted the role of facilitator and Kathy Baker the role of note taker for our parish dialogue session.  
Each parish in the A o D must have these sessions, which can be as few as one or as many as four, during the months of March and April. The Amazing Parish Conference, which is a prep for the Synod, takes place at the Downtown Detroit Ren Cen Marriott Hotel April 18, 19 and 20. Fr. Nick, Chris Cabe, Renee’ Heileman, Rocky Mercier and Brian Tomaszewski will make up the Team of Five reps from our parish. All costs will be underwritten by our parish Stewards for Tomorrow Fund, which underwrites expenses related to Catholic education and Catholic adult formation.
4. Jubilee Year of Mercy: began December 8, 2015. Events and materials TBD.
5. Mission Trip to Appalachia progress report: The dates have been finalized, July 31 to August 6, 2016, going to Louisa, KY. Four people have committed to the trip; another two are considering. More info later.
6. “Little Green Book” progress: Books were distributed at the end of the meeting. Thanks to Lucy Zalewa for doing all the “grunt work!”
7. Any other Old Business? None.

## **PPC Minutes February 2, 2016 (cont'd.)**

### **B. Issues for discernment/consensus (New Business)**

1. Sunday Mass coverage if the pastor is suddenly ill: See "Sunday Worship in the Absence of a Priest" published by the A o D Department of Worship

2. Making PPC and Commission minutes available to the general parish: Agenda, minutes and reports will be available on the parish web site beginning next month. A small number of hard copies will be available in the parish center office.

3. Any other New Business? It was announced that the stable for the new outdoor Nativity Set will stay up year-round on the church side entrance roof. It will be decorated seasonally, such as for Lent, Easter and Ordinary Time.

### **Report of the Commissions: See reports.**

1. Worship Commission
2. Education/Formation Commission
3. Christian Service Commission
4. Parish Finance Council
5. Youth Representative

6. Central Macomb Vicariate Representative: Regarding the 2016 Synod, Rocky said that the last Synod was in 1960, when Fr. Nick was in the ninth grade! It is the wish of Archbishop Vigneron that our upcoming Synod be as ground-breaking and as inspiring as Synod '69. The format of the parish dialogue sessions can be as diverse as the parish itself. It can have 400-450 people or be intimate gatherings of parish leadership. Parishioners can invite other parishioners. It can have the format of a town hall meeting. It should be a cross-section of the parish membership. Some larger parishes may even have 5 or 6 dialogues in two months.

**OPEN FORUM / UPCOMING EVENTS / FYI:** Rocky Mercier reported that a Cross and Light concert will take place March 17-20 at St. Malachy Church.

A brief but spirited discussion began regarding the relationship between the Girl Scouts of America and Planned Parenthood. Discussion will continue at the next meeting. The local troop had been selling cookies here in the past and were informed that their request for this year was denied, which sparked off some parent reaction.

**SCHEDULE NEXT MEETING:** Propose Tuesday, March 2, 2016, 7 PM

**EVALUATION OF THE MEETING:** Good, honest exchange of discussion and ideas.

**CLOSING PRAYER:** Pope Francis' Prayer for the Jubilee of Mercy. Meeting ended at 8:50 PM.

Submitted by Fr. Nick Zukowski

CHRISTIAN SERVICE COMMISSION MEETING MINUTES  
1-26-16

Present: Rocky Mercier, Stan Sobecki, Joanne Mizak, Marilyn Bacynski, Ruth Ceci, Regina Falkowski, Sue Madro, Renee' Heileman

1. Opening Prayer/Formation- Hail Mary followed by Go and Make Disciples Part 1: A Vision of Catholic Evangelization: Discussed we can proclaim our faith through acts of Christian Service. The difference between Christian Service and community service is what the motivation is. Are we just trying to be a good citizen or to spread the love of Jesus? Some places feel safer than others to speak about faith. Subtle things like wearing a cross on a lapel can give people an idea why you act as you do. As Catholics, most of us were not raised to share the Gospel like our Protestant brothers and sisters were. This is something we need to work on. Some obstacles to evangelizing are fear, discouragement, lack of knowledge, insecurity. We need to learn to always depend on the Holy Spirit!
2. Minutes from last meeting were approved
3. Reports
  - A. ACWC- now have \$6602.21 in account. Will give money for warming center meal (ladies will also serve a meal), Mardi Gras wine and cheese party and Paczki day. At Feb. 11 meeting will have a speaker for Lent from AOD.
  - B. Autumn Woods- doing well
  - C. Bereavement- need ministers, a lot of funerals this month
  - D. Boy Scouts- Sunday, Feb. 7 is scout Sunday. They will be at 11am Mass
  - E. Food Pantry/Food collection- After Warming Center we will start saving food with expiration date of 2017 or beyond for HGP 2016.
  - F. Funeral Lunch-on hold
  - G. Home Communion- Ministers are needed. We have an aging community and these services are more in need.
  - H. Knights of Columbus- the knights will be purchasing and serving a meal at Warming Center on Thursday, Feb. 18. The knights also passed out books to the Confirmation students after their rehearsal on Jan 22.
  - I. Parish Council- Handrails are being installed on the altar in church. The bathroom project is scheduled to start right after Easter.
  - J. Parish Nurse- Renee' is taking training class for 'It's a Matter of Balance' classes. It will be easier to schedule classes if only one other instructor is needed. This Spring we will offer Healthy Habits classes over 4 weeks.
  - K. Right to Life- Bulletin articles are submitted every week. It has come to our attention that the National leadership of Girl Scouts of America supports Planned Parenthood and pro-choice. Since a portion of every cookie sale goes to the national leadership, it was decided that we could not allow a G.S. cookie sale in the church as it goes directly against the church's pro-life stance.
  - L. Soup Kitchen- no word on a new program

- M. Stephen Ministry- Feb. 14, 19 people will be re-commissioned or commissioned into St. Min. Some ministers are coming back after a leave to deal with family issues. One candidate will be going to leader's training.
  - N. Teens- Money raised from bottle drives will help pay for leaders to go to summer retreat and to help pay for Nick Mercier to go to get youth ministry certification classes. Grant \$ purchased Gordon Food gift cards and was sent to Ss. Peter and Paul. Member of teen group, Cecelia Lallmann, gave a beautiful presentation on sanctity of life to teens. She will submit a report to RTL competition. Teens will be working hard at Warming Center.
4. Old Business
- A. Holiday Giving Programs went well. Support from the suburbs is helping St. Dominic outreach improve their building and services.
  - B. Mission Trip message was well received by parish. Only one negative response that we should stay in Detroit. Sale of shirts continues. Many were sold after the presentations.
5. New Business
- A. Our date for Appalachian Mission trip is July 31-Aug 6, 2016. Anyone considering going on the trip must take the Protecting God's Children Class. An article to give this info will be in the bulletin soon.
  - B. Warming Center starts Feb. 14. We are in full swing with planning and soliciting donations and help.
  - C. After Warming center we will concentrate on moving forward with soliciting for new ministers for struggling ministries, re-organizing funeral brunch, purchasing AED's
  - D. Our next blood drive is Good Friday, looking for suggestions for time of year for 2<sup>nd</sup> blood drive. Seems like a good time may be October or the beginning of Nov.
  - E. March 19 will be C.S. Afternoon of Reflection for all C.S. volunteers. Theme will be St. Joseph the Worker. We will encourage Warming Center volunteers to come and will have flyers at the volunteer meeting.
  - F. Almsgiving cups will be in Church the Sunday before Ash Wed. Money will be used to support Warming Center and the homeless.
  - G. Informed group that a policy on use of the kitchen will be coming. Asked them to email me any suggestions.
6. Next meeting Tuesday, March 22, 2016 at 1:30.
7. Closed with praying Our Father.

**St. Martin de Porres  
Education Commission Meeting  
Minutes for Wednesday, January 13, 2016**



Meeting time: 1:35 p.m.

Opening Prayer: "And God Said NO" –Maggie Missig

*Strive Celebrate Serve*

Attendance:

Christine Cabe, Director of Christian Formation  
Bea D'Ambrosio  
Zora Dziurman

Maggie Missig  
Grace Kulawczyk  
Gary Mc Menamin [excused]

Minutes of November 4, 2015 were approved. Motion to accept by Maggie; seconded by Bea. No meeting was held in December 2015.

Old Business

- December 2015 outing – cancelled.
- Mary Series, "Biblical Walk with Blessed Mother" begins Feb. 10, 2016. The sessions will continue on February 24, March 2, 9, 16, 23 and 30. Table leaders will be needed to facilitate table discussions. Flyers will be in the Jan. 16/17 bulletin.
- Formation: No new formation topic from Fr Nick.
- Bible Study: Jack Dalzotto will facilitate. The "Following St. Paul" study will be held on Thursdays, beginning on 2/25/16, from 7-8:30pm in the center. No class on Holy Thursday. This is a 10 week study. This event is sponsored by the Education Commission.
- Human Trafficking Presentation: tentative date is Wednesday, February 24, 2016 at 6:30 pm. We will confirm date with Vista Maria. Length of event is approximately 1 to 1-1/2 hrs. Free will offering will be collected. The monies will be given to Vista Maria to continue their work. Light refreshments will be served.
- Simple Supper: postponed until October/November 2016. An Advent theme is being considered.
- Traveling Holy Family: postponed until Fall 2016
- Recruitment of new members to the E.C. group: prepare pamphlet for distribution

New Business

- Group Outing [possibly] to attend Cross and the Light. The Cross and the Light is a rock-your-faith musical. Location: St. Malachy Church, Sterling Heights. Date: Sunday 3/20/16 at 2 pm or 8 pm. Admission is FREE for all Shows with a donation to St Malachy food pantry!

Discussion:

- Advent by Candlelight: There have been some "whispers" that some women were disappointed that this event did not take place. Perhaps a group [not necessarily one of the ministries or commissions] would be willing to plan this event.

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Closing Prayer: Year of Mercy

Motion to adjourn meeting by Grace; seconded by Maggie. Meeting adjourned at 2:55 pm.

**Next Meeting:** Note date: Monday, February 8, 2016 at 1:30 p.m.. **Prayer:** Bea D'Ambrosio

Submitted by: Zora Dziurman

**St. Martin de Porres Parish Warren, Michigan  
Combined Parish Finance Council  
and Stewardship Awareness Committee Meeting  
Tuesday, February 9, 2016, 1:30 PM  
Parish Center Conference Room  
MINUTES**

**Opening Prayer/Faith/Sharing Experience:**

Reflection on upcoming Sunday Gospel: First Sunday of Lent: “Conversion and Lenten Renewal.”

**Attendance and Review of the Minutes:** Meeting began at 1:31 PM. All present: Fr. Nick Zukowski, Jerry Cipkowski, Mike Kostreba, Mike Garcia.

**Ongoing Education and Formation of the Council**

It was decided that we would hold off discussion on the section of the Little Green Book that deals with the Parish Finance Council and Stewardship Commission. “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.

**Ongoing Parish Finance Issues**

A. Issues for discernment/consensus (Old Business)

1. Review reports: Budget/financial report questions:

Funds budgeted for Giving Tree and Warming Center supplement the generous gifts of parishioners. The financial report does not include these other generous gifts.

What % of our budget for the church bathroom renovation project is going to the architect’s fees? 7 to 10 %. The lowest bid came in at \$117,000, which is far below our budget of \$150,000, but after architect and other fees, we should come pretty close to it.

Is it possible to have columns in the financial report which reflect what was spent one, two, three or five years ago so that we can see increasing and decreasing trends? Fr. Nick will check with the bookkeeper to see if this can be done.

Line item 5988: Building remodel and major repairs. There is a \$30,000 figure that was not included in the original propose budget. What was this for? Part of it was for the completion of the church roof repair project to keep ice off the roof and walls.

Line item 5002.3: Church Professional Expenses. What was \$50,000 spent on? Fr. Nick will check with the bookkeeper and send an e-mail reply to the members.

2. Employee Handbook update: Nothing to report.

3. Church restroom upgrade update? Of the three bids which were submitted, only one had itemized each portion of the project. With that knowledge, we decided to eliminate the proposed Unisex/Family restroom. We will keep the Ushers Room and dedicate a part of it for the women’s restroom expansion. A o D is looking at the legal particulars. We have a verbal agreement with Ehresman Associates, Inc.

4. Any other Old Business?

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

1. “Called by Christ, Gifted by the Spirit” stewardship awareness: Bulletin inserts, announcements, homilies and testimonials. Need to start preparing the above items in time for the launch on Sunday, April 3<sup>rd</sup>. Fr. Nick offered to coordinate this project if no one else came forward. No one did!

## **Minutes of the February 9, 2016 Parish Finance Council meeting (continued)**

### 2. Current Updates on other parish stewardship efforts

- a. Catholic Services Appeal: Nothing to report.
- b. Changing Lives Together: Nothing to report.
- c. Sunday Offering: We are \$8,000 below budget. A suggestion was made for Fr. Nick to make an appeal for folks to chip in a little more. We hope the stewardship awareness initiative will help even more.
- d. Time and Talent Commitment Sunday for Adults/Youth: See item #1. If all goes well, we should have the Commitment Sunday on Pentecost Sunday, which is May 15<sup>th</sup> this year.

3. Report from Parish Pastoral Council. Some discussion about the request of the Girl Scouts to sell their cookies at the church. Other topics were covered above.

4. Any other New Business? Fr. Nick is working with Fr. Jim Bjorum, pastor of Our Lady of Hope Parish, in the search for a shared business manager.

Once again, our church sound system is problematic. We have had it looked at three times in the past 16 years.

**Evaluation of the Meeting:** Exceptionally good meeting. Learned “bunches.”

**Schedule Next Meeting:** Tuesday, April 12, 2016.

**Closing Prayer:** Prayer for the Jubilee Year of Mercy by Pope Francis. Meeting ended at 3:03 PM.

Submitted by Fr. Nick Zukowski

ST. MARTIN de PORRES  
WORSHIP COMMISSION MINUTES  
JANUARY 19, 2016

OPENING PRAYER: Led by Mike Garcia at 7:05 PM.

ATTENDANCE: MEMBERS PRESENT: Fr. Nick, John McGovern, Cindy Cairns, Pat Kaczmariski, Mike Garcia, Diane Budzinski, Jim Hostnik, Jerry Cipkowski, Kathy Groth, Dorothy Moon, Sue Kochanowicz, and Sr. Pat.

MEMBERS ABSENT/EXCUSED: Deacon Marion, Dan Mamuyac, Mary Alyce Gaffke.

REVIEW OF THE MINUTES: Accepted.

ONGOING EDUCATION AND FORMATION OF THE COMMISSION:

"Go and Make Disciples" – Part Two– "What is Evangelization?" continued.

#### ONGOING PARISH LIFE

##### a. Old Business

1. During this Jubilee Year of Mercy, we are looking at possibly doing a pilgrimage as a group to Blessed Sacrament Cathedral and entering the Holy Doors.

2. The Synod representative for our parish is Sue Druzynski. We will need to select a facilitator and recorder for our parish dialogues which will be held between March and June. Their names need to be submitted by Jan. 29<sup>th</sup>. Members of this commission are asked to consider volunteering for either of these. It cannot be a staff member.

3. As a follow-up to the suggestions made from our parish mission for ongoing formation opportunities, several ideas were brought up. Fillers in the bulletin about the Jubilee Mercy Year, a special book in the back of church for people to sign with intentions, Year of Mercy Pledge to recite the Divine Chaplet each day for the entire year, posting on our website information and opportunities for participation in this Mercy Year, robo calls from Fr. Nick to parishioners at the beginning of each liturgical season, sharing individual person's spiritual journeys, etc.

During Lent, possibly doing something at the times that coffee and donuts were being held. Sr. Pat and Fr. Nick will coordinate this so we don't lose the momentum from our parish mission.

##### b. New Business

1. Kitty Ravenscroft has resigned as our Creative Arts coordinator for family reasons. Sr. Pat is meeting with another possible candidate to help in this area.

2. There will be training for new altar servers on Jan. 30<sup>th</sup>. We hope that some of our recently confirmed young people will volunteer for this ministry.

3. Our new Stations of the Cross will be blessed at all the Masses on the weekend of Feb. 6-7. Our new handrails should also be ready by then. This will complete the three-fold project of new Nativity Set, new Stations of the Cross, and new church sanctuary handrails.



4. Our Lenten services will be similar to those of last year. On Ash Wednesday, there will be Masses at 9:30 AM and 7:00 PM with the distribution of ashes; and a Liturgy of the Word Service at 12 noon with the distribution of ashes. Evening Prayer will be prayed on Mondays at 7:00 PM, and Stations of the Cross will be offered on Fridays at 3:00 PM. The full Lenten schedule will be posted on the bulletin boards in Church and in the parish paper.

5. We will not meet in February because of Warming Center.

6. In our RCIA program we have five participants this year – two becoming fully initiated, two being confirmed, one receiving Confirmation and First Eucharist.

7. The Divine Chaplet Novena will be prayed here daily but on Divine Mercy Sunday, St. Faustina Parish will be doing the full closing on April 3<sup>rd</sup>. Fr. Nick will be there to assist.

Evaluation of the Meeting: informative, very good

Next Worship Commission Meeting – March 15, 2016 - 7:00 PM  
Prayer Leader: Cindy Cairns

Closing Prayer and Adjournment: Prayer for the Jubilee Year of Mercy – 8:50 PM

**Pastoral Council  
Youth Ministry Report  
March 2016**

**February:**

- On Sunday, February 14 the Teen Group met in the Parish Center at 11:00 a.m. to set up for the Warming Center. We made over 100 bed-rolls, created an inviting prayer room for our guests, set the tables and organized a “store” stocked with warm clothing and other essentials.
- From Monday, February 15 through Saturday, February 20, our group met each day at 3:30 p.m. to clean and vacuum for the Warming Center, wipe and set the tables, do kitchen prep work and write affirmation notes for our guests.
- Each evening of the Warming Center week our F.A.M. leaders met with the guests in the prayer room for prayer, music and fellowship. We also visited with the guests during dinner in the dining room.
- On February 28 we attended a meeting focusing on Lent and sacrifice.

**March:**

- On March 13 there will be a Teen Mass at the 11:00 a.m. liturgy.
- On March 13, following the Teen Mass, there will be a Steubenville Parent/Teen meeting for all teens attending the Steubenville High School Youth conference in June and their parents. Our regular F.A.M. meeting will follow the parent meeting.
- On Thursday, March 24 the teens will have a Holy Hour in the Parish Center with music provided by our F.A.M. music minister, Dylan.
- On Friday, March 25 the teens will meet in the church to carry the cross in Good Friday procession, and to hold the cross during veneration. Two of our teens will be readers in the reading of the Passion of Our Lord.

**St. Martin de Porres Warren, Michigan**  
**Meeting of the Parish Pastoral Council**  
**Tuesday, March 2, 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:** RENEW reflection and prayer for the coming Sunday  
**Attendance**

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

**Review of the Minutes**

**Ongoing Parish Issues**

- A. Issues for discernment/consensus (Old Business)
  - 1. Building Committee progress report: Church handrails, Stations, storage, restrooms, seasonal “stable”
  - 2. Archdiocesan Synod on the New Evangelization: Amazing Parish Conference, Come, Encounter Christ
  - 3. Mission Trip to Appalachia progress report
  - 4. Any other Old Business?
- B. Issues for discernment/consensus (New Business)
  - 1. Resolution of disputed info re: Girl Scouts and Planned Parenthood
  - 2. Voices for Equity (transportation needs for the poor)
  - 3. Making PPC and Commission minutes available to the general parish
  - 4. Any other New Business?

**Report of the Commissions**

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

**OPEN FORUM / UPCOMING EVENTS / FYI**

**SCHEDULE NEXT MEETING:** Propose Tuesday, April 5, 2016, 7 PM

**EVALUATION OF THE MEETING**

**CLOSING PRAYER**