

St. Martin de Porres Warren, Michigan
Meeting of the Parish Pastoral Council
Tuesday, October 3, 2017 Parish Center Conference Room
AGENDA

From our Parish Mission Statement: *How is what we are going to do help us “to strive 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
Ongoing Formation of the Council
Review of the Minutes

Ongoing Parish Issues

A. Issues for discernment/consensus (Old Business)

1. Update on parish hall atrium storage area
2. Status on parish church sound system/hearing loops
3. Coordinating fund-raising events on the parish master events calendar – next meeting?
4. Survey of interest regarding parish fund-raising and other events
5. Update on upgrade of church exterior doors and parish center middle doors
6. Parish observance of our 55th anniversary/Festival of Ministries/Stewardship Awareness
7. Amazing Parish follow-up: Festival of Ministries
8. Central Macomb Vicariate pro-active planning
9. Fr. Solanus Casey Beatification Mass on Saturday, November 18, 2017 at Ford Field
Catechetical materials about Fr. Solanus Casey available
10. Medical status of Sr. Pat Whalen, Kathy Wisniewski and Fr. Nick

B. Issues for discernment/consensus (New Business)

1. Summary of the Priests’ Convocation at Boyne Highlands
2. Any other New Business?

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, November 7, 2017 at 7:00 PM

EVALUATION OF THE MEETING

CLOSING PRAYER: Prayer to Unleash the Gospel

St. Martin de Porres Warren, Michigan
Meeting of the Parish Pastoral Council
Tuesday, September 5, 2017 Parish Center Conference Room
MINUTES

From our Parish Mission Statement: *How is what we are going to do help us “to strive 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: The meeting began at 7:10 PM with a reflection on the upcoming Sunday’s Gospel Reading for the 23rd Sunday of the Year: “Where Two or Three Are Gathered in My Name.” Members present: Fr. Nick Zukowski, Pastor and Parish Finance Council Rep.; Gary McMenamain, from the Education Commission and PPC Chairperson; Jerry Cipkowski, from the Worship Commission; Rocky Mercier, from the Christian Service Commission and Vicariate Rep. Members absent/excused: Ciara Regan-Moore, Youth Rep. and the Knights of Columbus Rep. Larry Lage, from the maintenance department, was a guest.

Ongoing Formation of the Council: Fr. Nick informed the PPC that study materials for the Archbishop’s Pastoral Letter, “Unleash the Gospel” are being put together for PPC’s, commissions and parish study groups to unwrap. The parish pastoral team will study the document first before passing it on to the PPC and commissions.

Review of the Minutes: There were no minutes from the June meeting because only two people showed up, which lacked a quorum. Fr. Nick and Jerry Cipkowski were present. Some may have misunderstood that the meeting was to be June 17th, even though the agenda clearly stated June 6th. The confusion may have come from the title of the document PPC Agenda Jun 17 meaning the year 2017, not the day of the 17th. Fr. Nick will change the title of the document in the future. The minutes of the May, 2017 minutes were approved.

Ongoing Parish Issues

A. Issues for discernment/consensus (Old Business)

1. Next building project: Parish hall atrium storage area; permission needed to release funds. Larry Lage explained the particulars of the project. Because the cost is an expenditure between \$10,000 and \$99,000, A o D policy states that the approval of the PPC and the FPC is needed. The PPC gave consensus approval of the project, not to exceed \$50,000.
2. Archbishop Vigneron’s Pastoral Letter: “Unleash the Gospel” – This will be the focal point of ongoing formation for the PPC and commissions. Once the catechetical material is provided by the A o D, we will form small groups of parishioners for discussion of the document.
3. Status on parish church sound system/hearing loops: The new church sound system is complete. Still exploring the various options for hearing loops and the various ways they tie into our new sounds system. Adding hearing loops and making them available for individual sale, and plugging them into our sound system may cost about \$2000-\$3000.
4. Coordinating fund-raising events on the parish master events calendar –next meeting? Gary McMenamain will contact the principal heads of parish organizations to get things moving.
5. Survey of interest regarding parish fund-raising and other events: there was nobody from the Knights of Columbus present at this meeting to elaborate on this project.
6. Update on upgrade of church exterior doors and parish center middle doors: Works in progress. It was decided to put handicap panels to open the doors on both main entrances, and one on the doors of the parish center most used by our elderly and handicapped members.
7. Parish observance of our 55th anniversary/Festival of Ministries/Stewardship Awareness: Things are progressing well. Renee’ Heileman will coordinate the overall celebration, which will be similar to our

parish 50th celebration. Emphasis will be on dedicating time and talent to the parish. Welcome booklets will be in the back of church the weekends of September 17 and 24, with Time and Talent commitment sheets inserted in the bulletin for those same two weekends.

8. Amazing Parish follow-up: Deacon Marion Jurewicz, Christine Cabe and Renee' Heileman from our parish pastoral team attended the Lay Ministry Convocation on Thursday, August 31st at Sacred Heart Major Seminary in Detroit. There was great energy, the talks were inspirational, and all left feeling recharged and recommitted to their parish ministry. We will do the best we can with what we have, given our demographics and the realities around us.

9. Central Macomb Vicariate pro-active planning; Fr. Mike Cooney has accepted another term as vicar: In spite of turning 70 this year and being eligible for retirement, Fr. Mike Cooney, pastor of St. Peter Parish in Mt. Clemens, has accepted another year as pastor and another three-year term as Vicar of the Central Macomb Vicariate. He will lead us in planning for the future, based on the demographics of today.

10. Any other Old Business? None.

B. Issues for discernment/consensus (New Business)

1. Active Christian Women's Club celebrates 40th anniversary on September 17: They will be present for a Corporate Communion. It is also Catechetical Sunday, so catechists, students and parents will be present that weekend to enroll the Confirmation students, send for the catechists and bless the parents, guardians and catechists as the first and best teachers of the faith.

2. Fr. Solanus Casey Beatification Mass on Saturday, November 18, 2017 at Ford Field: We will be receiving 200 free tickets to the event. We need the names of those going, whether they will need handicapped seating, or whether they will be arriving in wheelchairs. We will also coordinate bus transportation at a cost of \$20 per rider.

3. Medical status of Sr. Pat Whalen and Kathy Wisniewski: Both are improving somewhat, but Fr. Nick shared concern if and when his sister may need to move in with him. PPC approved. All room and board, food and laundry costs for her would be paid for by Fr. Nick to the parish.

4. Any other New Business? None.

Report of the Commissions: See submitted reports.

1. Worship Commission
2. Education/Formation Commission
3. Christian Service Commission: Mercy in Action Day is Saturday, October 14th.
4. Evangelization Committee
5. Parish Finance Council
6. Youth Representative
7. Central Macomb Vicariate Representative

OPEN FORUM / UPCOMING EVENTS / FYI: None.

SCHEDULE NEXT MEETING: Propose Tuesday, October 3, 2017 at 7:00 PM

EVALUATION OF THE MEETING: Informational, resolved issues.

CLOSING PRAYER: The meeting ended at 8:50 PM with the Prayer to Unleash the Gospel.

Submitted by Fr. Nick Zukowski

**St. Martin de Porres
Education Commission Meeting
September 11, 2017
MINUTES**

- A. Opening Prayer: Kathy Baker
- B. Roll Call: Present: Christine Cabe, Zora Dziurman, Bea D'Ambrosio, Maggie Missig, Kathy Baker, Grace Kulawczyk, Gary McMenamin, Mary Loria.
- C. Starting Time: 1:35 p.m.
- D. Approval of Minutes: Motion by Maggie Missig, seconded by Zora Dziurman.
- E. Ongoing Business:
1. Painting with a Twist was a success.
 2. Festival of Ministries – there was a discussion regarding our set-up
 3. Mom's Event was tabled until next meeting
 4. Fall Planning
 - a. Holocaust Museum and Center
 - b. Visit Holy Trinity in Corktown and lunch
 - c. Possibly visit St. Anne's for Mass
- F. New Business
No New Business was discussed due to the Festival of Ministry Fair.
- G. Open Forum
1. Discussion about using the prayer from the Archbishop's *Unleashing The Gospel* on our pamphlet.
 2. Zora explained her work on the video and poster boards for the Festival of Ministry Fair.
 3. Discussion regarding the shirts we will each purchase for the EC and the logo we will be adding.
 4. We will be asking Dan Heileman to make our banner with Mission Statement for the Festival of Ministry Fair.
- H. Closing Prayer: Christine Cabe.
- I. Adjournment: Motion to adjourn meeting by Mary Loria, seconded by Kathy Baker.
Meeting adjourned at 3:10 p.m.
- J. Next Meeting: October 11, 2017 at 1:30 p.m. with Opening Prayer led by Bea D'Ambrosio.

ST. MARTIN de PORRES
WORSHIP COMMISSION MINUTES
Tuesday, Sept. 19, 2017 7:00 PM
Parish Center Conference Room

OPENING PRAYER: Prepared by Sr. Pat. Led by Fr. Nick at 7:00 PM. In Sr. Pat's absence, Sue Kochanowicz took minutes for this meeting.

ATTENDANCE: MEMBERS PRESENT: Fr. Nick, Deacon Marion, Diane Budzinski, Cindy Cairns, Jim Hostnik, Jerry Cipkowski, John McGovern, Dan Mamuyac, Dorothy Moon, Sue Kochanowicz.

MEMBERS ABSENT/EXCUSED: Sr. Pat, Pat Kaczmarek, Mary Alyce Gaffke

Former members no longer able to attend due to conflicting commitments: Mike Garcia and Kathy Groth.

REVIEW OF THE MINUTES: Approved.

ONGOING EDUCATION AND FORMATION OF THE COMMISSION: Overview of Archbishop Vigneron's Pastoral Letter: "Unleash the Gospel".

We will need to step out of our comfort zone, be positive, kind and think outside the box. A full reading and reflection guide for parish study groups is available at: www.unleashthegospel.org.

ONGOING PARISH LIFE

a. Old Business

1. The Ushers' Handbook is complete. An important task of the ushers is to welcome parishioners and guests.
2. Mercy in Action Day will be Saturday, Oct. 14th. Partnering with St. Michael's, we will do outdoor Fall cleanup projects for the Carmelites and local seniors.
3. Honoring the 100th anniversary of our Lady of Fatima and praying for blessings on our country, Saturday, October 14th, at Noon all are invited to recite the Rosary in front of our church.
4. Postcards have been sent and welcome booklets have been made available to all parishioners.

b. New Business

1. The Festival of Ministries is being carefully planned. There will be a welcome sign and is designed for a smooth flow of participants. Volunteers are being recruited. A challenge is to identify attendees. A sign-up sheet was passed around to insure coverage by commission members. We still have a few openings.
2. An Immaculate Heart of Mary painting has been selected. It will be placed beside the Image of Divine Mercy. It is a gift from the ACWC in honor of the centennial of Our Lady of Fatima's request to honor her Immaculate Heart.
3. Our parish has received 200 tickets for the Beatification Mass of Venerable Solanums Casey, Sat. Nov. 18 at Ford Field.
4. So that Fr. Nick and SMdeP can attend the Beatification Mass, there will be No 3:00 confessions or 5:00 Mass on Nov. 18 at St. Martin's.
5. Organ and violin concert by John McGovern and Pamela A. Compassio will be on Sunday, Oct. 22 at 4:00 PM at St. Martin's Church.

6. Contemporary Group concert will be on Sunday, Nov. 5th at 4:00 Pm at St. Martin's.

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7. Worship Commission Prayer Leader signup sheet was passed. One slot remains open.

8. Discussed gift suggestions for parish baptisms and weddings. Diane Budzinski will look at some selections at the Catholic Supply House and come back with some choices to consider.

9. Discussed challenges of Eucharistic Ministers (options to avoid breaking Hosts and stations where the EMHCs stand.) Cindy will send a memo to Sr. Pat to send a reminder to the EMHCs.

Evaluation of the Meeting: Informative and much open discussion.

Next Worship Commission Meeting – Tuesday, October 17, 2017 at 7:00 PM

Prayer Leader: Dorothy Moon

Closing Prayer and Adjournment: Meeting ended at 8:20 PM with a Prayer to Unleash the Gospel in the AOD.

CHRISTIAN SERVICE COMMISSION MEETING MINUTES
September 26, 2017

Present: Rocky Mercier, Agnes Smalkowski, Linda Samulski, Jack Dauffenbach, Kitty Moore, Regina Falkowski, Stan Sobecki, Marilyn Bacyinski, Cheryl Ginnel, Dc. Marion, Renee' Heileman

1. Opening Prayer-"Prayer for Autumn Days"
2. Minutes from May 2017 approved
3. Reports
 - A. ACWC- no report- they recently celebrated their 40th anniversary, will soon have card party in Oct followed by craft show 1st Saturday in Nov.
 - B. Autumn Woods- Friday services going well. Could use more volunteers for Monday Communion distribution.
 - C. Bereavement- this ministry is very short. Hoping to get volunteers at fair. They serviced 4 families in May, 6 in June, 3 in July, 4 in August and so far 5 in September.
 - D. Boy Scouts- 18 boys went to summer camp and earned 90 badges. Will be doing pumpkin carving at an October meeting as a recruitment tool.
 - E. Food Pantry- Numerous boxes of food have been packed throughout the summer for HGP. Also send food to St. Veronica most weeks.
 - F. Funeral Brunch- Tim Wynne, a retired chef would like to be big part of this ministry. Renee' will meet with him and a former team leader soon to develop new program for the parish.
 - G. Knights of Columbus- the men will be serving food at ministry fair. Oct. 14 Rosary, Oct. 28 Euchre party, Oct. 29 Trunk or Treat. New Grand Knight is Kevin Labudde.
 - H. Parish Council- Church sound system has been improved; we will be converting the atrium area of parish center into storage for Christian Service; will be delving into the Pastoral letter "Unleash the Gospel." Looking at how we can move from maintenance to mission.
 - I. Parish Nurse- Balance class (8 weeks) well received. Long waiting list for next class. Armchair aerobics has begun again. Bringing in flu shots. Starting Walk to Bethlehem program.
 - J. Right to Life- grateful to be able to put in bulletin article weekly, not permitted at some churches. Considering a book drive for children. 40 days for life starts Wednesday, Sept. 27 with peaceful prayer in front of abortion centers.
 - K. Stephen Ministry- no new candidates for ministry. They have care receivers waiting, but no ministers to assign to them.
 - L. Teens- just getting started for the season. Have been doing a lot with St. Malachy. Retreat Oct. 20.
4. Old Business
 - A. AED training- more classes should be scheduled when time permits. AED's are in place in church and parish center.
 - B. Mission trip with St. Michael was very successful. Church members worked really well together. Changes in Fr. Beiting mission are taking place due to

decreased support from their diocese. Cost for mission teams is going up and smaller groups are only accepted.

- c. Clothing Drive for St. Dominic was successful. Their store rooms were empty and we filled them up. 14 volunteers helped empty the truck.
5. New Business
 - A. Festival of Ministries- we will celebrate 55th anniversary of parish. Hoping to attract people to parish and to ministry. Volunteers needed to work tables.
 - B. Mercy in Action day- Sat., Oct. 14 in the morning. We will be doing outdoor clean-up for convent and local seniors. We have about 12 volunteers at this time.
 - C. Holiday Giving Programs- We are already contacting schools to get families in need. Letters will be going out soon. Volunteers have been making tags for giving trees. Letters to volunteers will go out in Oct.
 - D. Anointing Mass will be on Wednesday, Oct 18, at 7pm Mass. Renee' will ask Christine to get volunteers to help from the Confirmation Class.
 - E. C.S. Afternoon of Reflection was originally planned for Nov. 11. We will cancel that date due to so many other programs right now, and re-schedule for March or April.
 - F. Survey results from last spring shared with commission. Linda S. has been doing research on transportation program through Interfaith Volunteer Services. It will take quite a bit of work. She will continue to research it. Linda, Kitty and Knights are interested in helping with the scheduling of a blood drive in the spring.
 6. Next meeting will be Tuesday, October 24, at 1:30pm
 7. Closed with "Fall Prayer"