

Cluster 21 Portland

Pastoral Council Meeting

November 25, 2007

2 – 4 p.m.

Present: *Peter Lancia, Msgr. Paul Stefanko, Fr. Richard Bertrand, S.J., Fr. Ireneusz Chowdakowski, M.I.C., Fr. Kevin Martin, Fr. Fred Morse, Sr. Theresa Rand, Peter Donnelly, Peter Gribbin, Chris Hoppin, Pennie Kinney, Paul Rowland, Greg St. Angelo, Lori Arsenault.*

Minutes:

1. Welcome and introductions, opening prayer by Sr. Theresa

2. Corrections to October 2007 minutes:

- Correct Peter Gribbin's name
- Correct St. Louis
- Correct statement regarding Fr. Kevin's role with Disciples in Mission as "available to help parishes get started."
- Minutes were accepted as corrected.
- Later on it was noted that several of the points in the October minutes regarding organizational structure do not apply since they were not adopted, but no decision was made about an additional amendment to the minutes.

Next Action – post corrected October minutes to the Web site.

3. Disciples in Mission – Fr. Kevin Martin gave an update on the Disciples in Mission planning in the cluster, reporting that there have been no new opportunities to go further since the October meeting. There will be an introduction given at Sacred Heart Church tomorrow, November 26. He also reported that the priests have met and discussed some of the ideas. People are generally open to the possibility of doing inter-parish groupings, inviting people to intermix with others. Fr. Kevin has a number of people already interested and invited the priests to reflect with their leadership teams for names of possible group facilitators, soliciting times and days they are available to offer their meetings for groups of 6 – 8 people. Has a goal for a "Sign-up Sunday" to be held at the same time in all of the parishes, encouraging people to sign up with people they don't already know.

Feedback from the group indicated that mixing across parishes is a good idea, although some people will not want to. It may be better for some if there is a list of times and locations for people to participate according to their schedule of availability. People may be asked to contribute to the cost of the program, averaging the cost per person, and encouraging contributions on behalf of those who cannot pay.

Fr. Kevin suggests a team of coordinators with 2 representatives from each parish, requiring a couple of planning meetings to get trained and work with the leaders in their own parishes. Parishes should provide names of coordinators to Fr. Kevin.

Next action – parishes should provide names and contact information of possible group leaders and parish coordinators to Fr. Kevin as soon as possible.

4. Mission Statement Committee Report – Sr. Theresa presented a draft mission statement based on the materials given in "Telling Anew the Story of Jesus," the Diocesan planning

document. There were questions, clarifications and discussion surrounding the roles of pastor, pastoral team, parochial vicars and ex-officio members. A new draft will be presented next time.

5. Pastoral Council structure – Peter Lancia presented a draft policies statement for the Pastoral Council. Again, words were taken from “Telling Anew...” and also from another document provided by Bill Schulz about pastoral councils. Specific changes were discussed, and Peter will come back with a revised draft at the next meeting.

Next Action – Peter will coordinate with Sr. Theresa and Ray regarding the appropriate wording for both the mission statement and pastoral council policies.

6. Communications Report – Chris Hoppin reported that the committee had met and had talked about the various media of the parishes, including electronic and bulletins. They looked at several bulletins from within Cluster 21, and some of the combined bulletins from other clusters. The committee determined to invite bulletin editors into the conversation about how to incorporate cluster business into the bulletins, and how much to combine. The committee hopes to involve artists from among the parishes to create an appropriate “masthead” graphic that could be used on a bulletin cover, and in other cluster materials. The temporary “5-church” graphic will be used until a new one is created. The Web site has been created and is ready to use. Events can be posted to the calendar. The committee will be working on a process for gathering cluster-wide events for common bulletin inserts, and for developing text for articles and publicity, and whether or not there should be a common bulletin for the cluster. This is all at the exploratory stage right now, and will depend on input from the current bulletin editors. Council members ask that the plan be as “green” as possible (e-mailing bulletins each week was one suggestion), and that it be sensitive to individual parishes, while remaining open to change. Chris also pointed out that the Diocesan Web site has an opportune place for a link to clusters, and suggested that we make that request of the appropriate Chancery person.

Next actions – 1) Communications Committee to meet with bulletin editors, 2) continue to work on the above items, 3) request a “cluster link” on the Diocesan Web site.

7. Updates from Parish Councils – Peter asked that the cluster representatives report to the parish councils about the activities of the cluster. Everyone agreed that this is already happening.

8. In new business, it was decided that there should be a small group started to begin looking at areas of ministry that could be combined to be more effective, offering better ways to facilitate some of the programs offered in the cluster, and looking for resources that are or are not present. An inventory was begun in the planning phase, and that could be used to begin. Paul suggested beginning with some of the “activist” ministries that would do well to coordinate on a city-wide basis for effectiveness, such as Pro-Life, and Immigrant Outreach, etc. A suggestion was made to have a dialogue with Catholic Charities about what might be done as a cluster. There were no volunteers for this committee. On a related topic, Peter will be sending a needs assessment form to each of the parishes, and ask that it be completed and brought to the next meeting.

Next actions –1) form a committee to inventory the ministries, and identify opportunities for consolidation and cooperation, 2) complete the needs assessment form for the next meeting.

Meeting adjourned at 4 p.m.

Next meeting will be 2 – 4 p.m., Sunday, January 13, 2008 at St. Peters

Opening prayer will be given by Fr. Kevin.

Submitted by Lori Arsenault