

St. John of God
Parish Council Minutes
Monday, January 11, 2010

Members in attendance:

Fr. Methodius Kiwale
Judith Morrow, Chair
Edward Walls, Minute Recorder
Lynette Castiglione
Maria Eitz
Rich Lang
Judy Laxen
Marlene Olivencia

Visitor: Paul Moshhammer

Meeting called to order by Judith Morrow

Opening prayer offered by Fr. Methodius

OLD BUSINESS

Bicycle racks: The City of SF, bicycle coalition, marked the area to place bike racks on the street. This location being approved, the racks will be installed. We do not yet have the installation date.

Energy audit. The report due from the audit conducted in September 2009 by the city of San Francisco Mary Purpura-Pontoniere was to present to the council is now scheduled for the next meeting.

NEW BUSINESS

Landscape volunteer: It was noted Jackie Ventura may retire as one of the landscape volunteers; Marlene Olivencia will verify this. The council noted that Jackie and all those who volunteer to maintain the landscape do beautiful work. It was agreed to place a "thank you" note in the bulletin to show our appreciation. *Thank you Jackie, Nancy McDonald, Lorraine Gotell.*

Soup & scripture: The council is coordinating soup and scripture night. Ash Wednesday being Feb 17: there will be five soup & scripture evenings beginning Feb 19. The Climate Change Action Group, Mary Purpura, chair, requested the first two Friday evenings. We will check with other ministries if they wish to host an evening.

Religious Education/Faith formation committee: At the inter-committee meeting held Nov 20, 2009 it was decided a leadership team be formed to put together a parish structure chart. One or two members from the Council, Liturgy and Finance committee volunteered to serve on the leadership team. Maria Eitz spoke this evening on behalf of the leadership team requesting approval for the team to explore setting up a Religious Education/Faith formation committee. The first step is to locate an individual to chair the new committee. Maria reported there other parishes in the process of forming this type of Committee due to the shortages of parish priest. The council voted, with one no vote, approval for the leadership tem to move forward on this.

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Parish Council: It was noted at the town hall meeting of last Friday: in the past Council members were elected by the parish community rather than as currently being appointed. The by-laws were reviewed and the Council is in compliance, but we are open to the wishes of the community. It is felt we should remain under the current by-laws while the parish is going through leadership change. The Council has encouraged members of the community to think of serving on the council as we would like each sector of the parish to be represented: youth, students, and young adults, parents with young children, singles, and long time members.

St. Patrick's Dinner: The council suggested having the dinner once again this year with March 13 as the target date, but would check with the finance committee on the cost.

Until we meet again

St. John of God
Parish Council Minutes
Monday, February 08, 2010

Members in attendance:

Fr. Methodius Kiwale	Rich Lang
Judith Morrow, Chair	Judy Laxen
Lynette Castiglione	Paul Moshammer
Maria Eitz	Marlene Olivencia
	Muriel Scala

Meeting called to order by Judith Morrow

Opening prayer offered by Rich Lang

Closing prayer offered by Fr. Methodius

January 2010 minutes reviewed and approved as corrected. Post a copy in Minute Binder and one on bulletin board in church entrance.

OLD BUSINESS

Council meeting date: The council agreed to change the meeting date from the second Monday of the month to the third Monday of the month. The meeting change will accommodate council members who are also choir volunteers, who needed to change their practice time to the second Monday. Pleased this works for everyone.

Energy audit: A message from Mary Purpura. The San Francisco department which conducted the audit informed Mary they were not releasing the audit and gave no explanation for their decision. It was suggested to ask Joe Cline, who was also there during the audit, might give it a try and contact the agency: if release of the audit is still denied then contact the district Supervisor. Judith Morrow will follow up with Joe Cline.

St. Patrick's dinner is confirmed for Saturday, March 13, to begin immediately after the 4:15 Mass and the meal served at 6:00 PM. The price recommended for this year is \$5 for children and \$10 for adults, voted approval by the council. Lynette is working on having her singing group entertain the community for the evening, and if she is able to arrange this would they be offered a meal for their time; this was done last year. The council voted in favor of this.

Lenten soup supper: The schedule for the Lent Friday evenings is set as follows;

Feb 19 & 26	Global climate change group film series
March 5	Karen Yavorsky (the confirmation class will assist with setup)
March 12	Sanctuary committee / Sherri Maurin
March 19	Liturgy committee / Brian Bromberger & Archdiocese representative
March 26	Liz McLoughlin

Religious Education/Faith formation committee: The committee was not able to get together this past month since Fr. Reyes is on vacation. Maria Eitz and Fr. Methodius, also on the committee, will contact Fr. Reyes to set a meeting time.

NEW BUSINESS

Dinery meeting, a group of all parishes in our district, was attended by Fr. Methodius and Lynette Castiglione, St. John of God representatives, on January 14. Lynette stated each parish would submit their Lenten soup & substance schedule to St. Cecilia' who would produce a master schedule for each parish to post. We did miss the deadline to submit our schedule due to the individual Friday scheduling not yet confirmed.

Climate change committee: Lynette Castiglione, committee member, asked if it would be possible to have a Mass on the beach. We noted that matters dealing with the celebration of the Eucharist be referred to the Liturgy Committee; Lynette will discuss with them. In discussing the idea further it was suggested that because of the wind at the beach a Mass may not be possible but a prayer meeting at the beach might work.

The committee would also like to have March 7 as "plant a seed" day, and possibility of having a prayer service in the court yard. Lynette stated they would co-ordinate this with Tina Saravia, volunteer gardener and Fr. Methodius.

Town hall meetings: In the past the council discussed the advantage of having adjunct parish council meetings that would allow all members of the community an opportunity to participate. The council noted the town hall meetings have been very successful with good attendance and is doing what we hoped the adjunct meetings would do. The council voted to continue the next town hall meetings, and target April or May for the next meeting. The council members who attended the last town hall meeting and took notes will combine notes for posting.

St. John of God website: Joe Humphreys and Liz McLoughlin sent the council a list of suggestions in how the St. John of God website might be updated and encourage more community use. The ideas suggested are listed below. Joe and Liz also presented an outline with each idea in how to enact it and the benefits from the upgrade.

Additional support for Ministries
Improved email communications
On-line suggestion box
General parish information

Parish photo history
Improved registration
Parish yearly event calendar

We thought these were excellent ideas, but in discussing them we realized we had many questions only Joe and Liz could answer. We will ask Joe and Liz to attend a council meeting to discuss in length. Thank you Joe and Liz for all the work you put into this in an effort to bring the community together with all the tools at hand.

Fr. Methodius' thoughts: He asked CWAG to co-ordinate having Stations of the Cross on Friday evenings just prior to the start of Lenten soup, suggested beginning at 5:30 PM. Maria Eitz volunteered to contact Deacon Brian, who Maria stated has some very good Station of the Cross reflections.

Until we meet again

Parish Council Notes – March 15, 2010

Attended: Judith Morrow, Fr. Methodius, Marie Eitz, Muriel Scala, Lynette Castiglione, Marlene Olivencia, Paul Moshammer, Rich Lang

Absent: Judy Laxen, Edward Walls

Guest Presentors : Joe Humphries, Liz McLoughlin

1. **Minutes** read and accepted.
2. **Status of energy audit report** to be done by Mary Pupura was postponed to April.
3. **Website presentation** www.sjog.net by Joe Humphreys and Liz McLoughlin. Liz and Joe were given Parish Council support and appreciation for all their hard work. They requested that a liaison from each major committee be elected to report any information that should be included in the SJOG website. (ex., Eucharistic Ministry, RCIA, Parish Council and Liturgy.) The Parish Council was asked to pick their liaison. Joe and Liz would also like to streamline the e-mail system. They have sent out an invitation for our community to join a google group. A project that could be in the website would be volunteer opportunities for high school students looking to make their required volunteer hours. For any information that needs to be listed in the website contact Joe or Liz. An example for which the website could be used is the situation with the family looking for housing as their daughter recuperated at UCSF.
4. **AA request for more meeting times.** More information was needed such as the deposit the AA makes, their rental fee, their contact person and the housekeeping rules they follow. Are these posted? It was decided that the main contact person appear at the council meeting to describe what their needs are so they can be properly assessed.
5. **Status of leadership task force.** Members Susan Fox, Maria Eitz and Paul Moshammer (who will take Mike Watson's place while he works on a long-term contract in Seattle) will meet after Easter. The goal of the Spiritual Formation for adults and children and eventually all ministries is to work collectively. Deacon Brian will be asked to meet with the task force to define how this can happen and to help resolve spiritual formation issues.
6. **Third Town Hall Meeting – Friday, May 21** – The format for this meeting will include: updates on the website, the Deanery Report, the Faith Formation task force and the Lectionary Reform. The floor will then open up to questions.
7. **Photos of the Parish Council Members** to be published in the bulletin. Rich will ask Dagbevi about the photos already taken. Otherwise those of the council members who have cameras will take this project on.
8. **Communication with the 4:15 Community** – members of the council will go to 4:15 Masses to describe what the council does and to extend an invitation to those interested in joining.
9. **Write special acknowledgments in the bulletin** for those who make great efforts on behalf of the SJOG community.
10. **Put out the Business Card Holder** again. Its location is unknown at the moment.

Other:

Fr. Methodius will go on retreat with his Order of the Holy Spirit on May 24.

Anyone who wants to have dinner at the Bistro 9 before any meetings can e-mail each other.

Next meeting – Monday, April 19, 2010.

Notes taken by Marlene O.

St. John of God
Parish Council Minutes
Monday, April 19, 2010

Members in attendance:

Fr. Ray Reyes (absent)	Judy Laxen (acting chair)
Fr. Methodius Kiwale	Paul Moshammer
Judith Morrow, Chair (absent)	Marlene Olivencia (absent)
Lynette Castiglione	Muriel Scala
Maria Eitz	Edward Walls (minute taker)
Rich Lang	

Meeting called to order by Judy Laxen

Opening prayer offered by Rich Lang

Closing prayer offered by Fr. Methodius

March 2010 minutes reviewed and approved as corrected. Post a copy in Minute Binder and one on bulletin board in church entrance.

NEW BUSINESS

NRCAT (National Religious Campaign against Torture); BARCAT (Bay Area Religious Campaign against Torture): In 2008 St. John of God joined other religious organizations and denominations, displayed a banner publicly denouncing torture. Susan Fox presented the council with further information on the Campaign and a list of Catholic, other religious and denomination organizations who have signed onto the campaign. Susan suggested St. John of God become a member of NRCAT and endorse the statement (an endorsing member). This being Easter season a proposal was made to present the information to the community at all the Masses this coming weekend. Susan Fox will provide a flyer to be placed in the Sunday's bulletin; she and other members of the community will make the announcement at this weekend Masses. The council voted to support the recommendation and to also include this in our Ministry Guide.

OLD BUSINESS

Town hall meeting: Friday, May 21 is confirmed for the next town hall meeting, from 7AM to 9PM, narrated by Judith Morrow. Recommended and voted the items to be addressed in this order: 1) Faith Formation Task Force, 2) Lectionary Reform, 3) Deanery Report and 4) Website interaction, as time allows.

Leadership task force: (Members, Susan Fox, Maria Eitz, Mike Watson ((in his absence Paul Moshammer to replace)), Fr. Methodius). Maria and Fr. Methodius will contact the other members to schedule a meeting time.

Copy machine: A couple of months ago the Council and Finance committees approved the upgrading of the copy machine. As of this date the machine has not been replaced. We are told there may be some question with a portion of the contract, however there has been no indication from the finance committee what the reason is. It was recommended that Judy Laxen contact Dave Freitas, Finance chair, for an update and report back to the council.

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AA meetings: The group is requesting the use of the hall seven days a week at 9AM, 11AM and 6PM with approximately \$2,500 monthly rent to SJoG, access to the kitchen and both bathrooms. Concerns expressed with having the hall occupied all day seven days a week is the senior program; our Sunday hospitality time; and the use of the hall for wedding, baptismal and funeral receptions. Judith Morrow is working with the group, and we place this back on the calendar for Judith's input when she returns from vacation.

Energy audit. A message from Mary Purpura. The energy audit report was received. Mary and Joe Cline are reviewing and putting together a report on the suggestions made. Mary stated she and Joe would like to put together a report on the recommendations made, the solutions and cost to the community to make the corrections. The council agreed to allow Mary and Joe the time needed.

Notice of recognition: It was recommended placing a "thank you" notice in the Sunday bulletin to Fr. Methodius and Cindy Conway for their work in bringing us the Stations of the Cross each Friday evening during Lent. "Thank you Fr. Methodius and Cindy, they were a beautiful and reflective way to remind us of the Easter passion."

Fr. Methodius was welcomed by the council as the 10th pastor to be assigned to St. John of God. This becomes official July 1, 2010, the beginning of the new fiscal year, and Fr. Methodius says he is looking forward to it.

Until we meet again

St. John of God
Parish Council Minutes
Monday, May 17, 2010

Members in attendance:

Fr. Ray Reyes (absent)
Fr. Methodius Kiwale
Judith Morrow, Chair
Lynette Castiglione
Maria Eitz
Rich Lang

Judy Laxen
Paul Moshammer (absent)
Marlene Olivencia
Muriel Scala (absent)
Edward Walls (minute taker)

Meeting called to order by Judith Morrow
Opening prayer offered by Mary Purpura
Closing prayer offered by all

April 2010 minutes reviewed and approved. Post a copy in Minute Binder and copy on bulletin board in church entrance.

NEW BUSINESS

OLD BUSINESS

Energy audit. Mary Purpura and Joe Cline reviewed the findings of the energy audit report. These included replacing all the light bulbs and fluorescent lights; weatherization of door frames and windows; low flowing shower; low flushing toilets; star energy appliances and solar panels.

Joe and Mary suggested that at this time we proceed with replacing the lighting. Joe obtained two quotes and the quote from JE Electric being the most cost effective, and with the upgrade to the energy saving lighting there is an instant rebate through JE Electric. The out-of-pocket cost to SJoG after the rebate would be \$582. Some of this savings will be due to that Joe and Phil will do most of the work in changing the lighting.

The council voted to proceed. Thank you Mary and Joe.

AA meetings: Michael Sokoloff, member of AA and Chairman of the Board for the Intergroup Fellowship of AA this current year, presented the council with prospect of his group using SJoG facilities for all or a portion of their meetings. Mr. Sokoloff presented a calendar of the days and times the group would like to use the facilities, and this would basically be seven days a week and a various times during the day and evening. The meetings are looking for a space that could accommodate 50 members at a time, has a full kitchen to make coffee and wash their dishes after, and having men and women bathrooms.

Mr. Sokoloff is representing 22 AA groups currently meeting at 7th Avenue Presbyterian Church. Each of these AA groups pays \$50 per meeting or \$200 per month and meets seven days a week. Mr. Sokoloff is hoping SJoG would be able to accommodate some of these meetings, and be willing to accept \$25 per meeting.

The council reviewed the calendar with Mr. Sokoloff and noted we would not be able to offer the hall on Sundays' or most Saturdays'. There may also be other days there is a conflict with days. Mr. Sokoloff stated there was no rush, and the council could take the time to review and get back to him. The council thanked him for taking the time to talk with the council, and Mr. Sokoloff left the meeting.

A comment was made that Paula Zimmermann currently scheduled all the meetings and

events held at SJoG, to check with Paula on the rent being paid by the other meetings.

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Town hall meeting: Friday, May 21 is confirmed for the next town hall meeting. There will be soup at 6PM and the meeting to be from 7AM to 9PM. Judith Morrow asked for volunteers to make soup for the evening.

Judith Morrow will Chair the meeting with opening remarks, followed by Fr. Methodius. Deacon Brian to give an update on the Faith Formation Task Force and Lectionary Reform: Liz McLoughlin and Joe Humphreys on new ideas for our website: David Freitas to discuss our financial status. The floor will then be open for questions and/or comments (time allowing).

NRCAT (National Religious Campaign against Torture); BARCAT (Bay Area Religious Campaign against Torture): Feed back to proposal made to the community the last weekend of April.

The council voted to support the recommendation to present this to the community. Susan put together a flyer with the information, the "Torture is a Moral Issue" Statement of Conscience, this was placed in the bulletin and Susan made an announcement after Mass.

Judith Morrow stated she received comments on 1) the announcement was too long (in general announcements are getting to long once again) and 2) members of the community did not appreciate the council making the decision to become an endorsing member without first having the community discuss.

The council members who attended the April meeting stated that both the council and Susan Fox were very concerned this was presented to the community in such a way to have their feedback before the endorsement. The discussion was mainly on how to take the vote of the community.

We realized with this feedback a process should be in place so the community has the opportunity to voice their comments. The council will discuss the process at the June meeting.

Fr. Methodius: Suggested his installation be sometime in September, this will be discussed further at the June meeting.

Until we meet again

St. John of God
Parish Council Minutes
Monday, June 21, 2010

Members in attendance:

Fr. Ray Reyes (absent)	Judy Laxen
Fr. Methodius Kiwale (on retreat)	Paul Moshammer (absent)
Judith Morrow, Chair	Marlene Olivencia
Lynette Castiglione	Muriel Scala (absent)
Maria Eitz	Edward Walls (minute taker)
Rich Lang	

Meeting called to order by Judith Morrow
Opening prayer offered by Paul Moshammer
Closing prayer offered by all

May 2010 minutes reviewed and approved. Post a copy in Minute Binder and copy on bulletin board in church entrance.

OLD BUSINESS>

AA meetings: The Michael Sokoloff groups. Paula Zimmermann, Executive Assistant, has been scheduling all the support meetings at St. John of God. She is doing an excellent job, so as not to disrupt her schedule the council voted unanimously to allow Paula to include these groups within her current schedule. "Thank you Paula."

Website: Joe Humphreys and Liz McLaughlin continue to work on how to use the web to reach out to the community. Suggestions made was the use of Facebook, Tweeter, or the use of group email to send out notices to reach everyone in the community that wishes to included on the list. We would like to research further how other church communities are communicating in volume with their members.

A new item added to the website, "Circle of Prayer". This list members of the community, extended community, patients, family, staff members of UC medical center and prayers from our guest book.

NEW BUSINESS>

Indonesian Catholic Community has requested the use of the church and hall one Sunday a month from 2:30PM – 3:30PM. They proposed to pay a rental fee but would like to keep it under \$500.

This request was made prior to the council meeting. However a new priest is taking over and we are asked to hold off making any decision until the new Pastor has an opportunity to familiarize himself.

St. John of God

Council Meeting
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Procedures how items for discussion members of the community present them to the council, and which of these items the council considers and which items should be referred to the finance or liturgy committee. How does the council inform the community the open dates to make these presentations, how much time to set aside? What items does the council feel the community should have a voice in a final decision and when to hold an emergency town hall meeting?

The council decided to put this item to the next calendar agenda and have feedback from the liturgy and finance committee. The council would like to assure the community has the opportunity to present an issue they believe is important to the council, suggested having a joint meeting with the three (3) committees the end of August to discuss.

Fr. Reyes will be leaving on sabbatical in September. The council would very much like to take Fr. Reyes to lunch or dinner sometime in Aug as a "thank you" for all his support to our community. Marlene Olivencia will check with Fr. Reyes on his schedule and setup a time for the meal.

Donations for charity, a suggestion was made to bring back the special donation programs St. John of God did in the past. Edward Walls asked if the first drive would be for the COMPASS program, collecting items for school children. Edward will contact Melissa Huml, COMPASS board member, for specific details.

Fr. Methodius is on a special retreat this week.

His formal installation looks as if it will be sometime in September, the date is based on Bishop Justice' schedule. Rich Lange has volunteered to oversee the procedures and planning for the days' program.

Until we meet again

No council meetings were held in July or August

St. John of God
Parish Council Minutes
Monday, September 20, 2010

Members in attendance:

Fr. Methodius Kiwale	Judy Laxen (minute recorder)
Judith Morrow, Chair	Paul Moshammer (absent)
Lynette Castiglione	Marlene Olivencia
Maria Eitz	Muriel Scala
Rich Lang	Edward Walls (absent)

Meeting called to order by Judith Morrow

Opening prayer offered by Muriel Scala

June 2010 minutes reviewed and approved. Post a copy in Minute Binder and copy on bulletin board in church entrance.

NEW BUSINESS›

Annual raffle tickets will be available beginning November 14, and the drawing on December 19, after the 9:30 Mass.

Christmas party placed on the calendar by Marlene Olivencia for December 11 after the 4:15 Mass.

Town hall meeting scheduled for Friday, Oct 15 at 7:00 PM.

Security issues discussed; after the most recent break-in, this one being a hate crime. The locks to the rectory and church were changed immediately. Joe Cline will monitor the installation of an alarm system. Paula's quick thinking, after contacting the police, following protocol called Bishop Justice and Monsignor Taretino, Vicar of the Parishes happened to be there immediately came over to make an assessment and recommendations to Fr. Methodius.

Question asked on how each member of the parish community monitor the premises; a few suggestions were to check doors and windows at the end of each day; keeping the church locked and open just prior to Mass and a short time after Mass; place notices at the entrances "if anyone feels threatened to call the Park Police station at ____; if someone wishes to use the church for prayer they would need to call to have it opened (but not sure who would be available to open and then check the church later). It was noted that which every type of security taken this is not to target all street people.

The security issue will be discussed at the town hall meeting.

Finance report from Dave Freitas. Dave reviewed the source of income and current expenses. A reminder our monthly income is down due to the loss of the rent from Open Hand (senior lunch program) baptisms, weddings etc because of the large following of Rev. Tom, and the weekly collection from the parish is down.

He did want to note that our community is very frugal in spending, and with the help of our going green the utilities are down. Although the annual raffle helps this now goes to pay just a portion of liability insurance.

We also receive income from chaplain service to UC Medical Center and last week, Bishop Justice, Fr. Methodius, Dave Freitas, Judith Morrow met with a representative of UC Medical Center Chaplain office.

Dave spent much of an hour giving the council detail information. We all feel this information should be related to the community, and this will be done at the Oct 15 town hall meeting. Prior to the meeting Dave will release the current Cash Flow statement to be posted in the Sunday bulletin.

Note from Fr. Methodius >

Knowing the issues with security, the safety of Paula and all those who work on the premises, he is hoping a way can be found the doors to the church can remain open a good portion of the day. Father believes it is important to the family and friends of the UC patients.

Until we meet again....