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St. Peter the Apostle Roman Catholic Church

Parish Council Mtg Minutes

St. Peter's Parish Council

September 1, 2009 Meeting Minutes

CALL TO ORDER: Meeting started at 7:05 p.m. in the lower level of the Parish Office Building.

MEMBERS PRESENT: Fr. Jason Worley, Chuck O'Connor, Mike Horrigan, Sandy Ballantine, Ginny Abel, Mike Riley, Lew Sherman, June Schabdach, Anita Gill, Bob Lilly, Deacon John Martin, and Sandy Gordon.

MEMBERS ABSENT: Phil Burr, Maggie Alspaugh

Chuck O'Connor gave a warm welcome to our new pastor, Fr. Jason Worley, and the Parish Council members introduced themselves.

MINUTES: There were two corrections made to the June 2, 2009 Parish Council minutes. First, it was pointed out that there is not a need for a "new" sacristan for weddings. Also, a spelling correction was made to Marybeth Terrell's name. Mike Riley moved to approve the minutes, Sandy Ballantine seconded, and the council voted unanimously to approve the minutes as amended.

ANNOUNCEMENTS:

- Harry Ford asked that an announcement be made about the 46th Annual Golf Tournament to benefit the Monsignor O'Dwyer Retreat House. The charity tournament will be held at the Bon Air Country Club on Thursday, October 8, 2009.
- A special mass in celebration of the anniversary of the church dedication will be held on Monday, September 7, 2009 at 7:00 p.m. in the church.
- The parish picnic will be held on Sunday, September 13, 2009 following the 11:00 a.m. Mass.
- St. Peter's Parish Council has been invited to attend an enrichment conference being offered by the Archdiocese of Baltimore. The title of the conference is the "Pastoral Leaders Orientation" and will be offered at the following locations and times: September 26 at St. Joseph's in Hagerstown; October 24 at St. John the Evangelist in Columbia; and, November 21 at St. Athanasius in Curtis Bay. It was agreed that the Parish Council members will try to attend the conference on September 26 in Hagerstown, Maryland.

COMMITTEE REPORTS:

Development:

- Mike Riley reported on the status of the Capital Campaign to date:
 - Fundraising/Donations \$ 622,145
 - Capital – Pledged \$4,175,104
 - Capital – Paid \$3,375,277
 - Balance Due \$ 799,826
 - Loan \$4,539,000

- Monthly Payment \$ 35,429

Education:

- Sandy Ballantine gave the following report:

She is still recruiting members for the committee, but have 4 lay members to date.

There is still a critical need for an LCD projector and laptop to be used by the youth ministry teams.

Adult Ministry: Carolyn Nolan, catechist

- RCIA (Ken Vaughan)
- Baptismal prep (team)
- Pre-Cana (team)
- Confirmation for adults (done with regional parishes)

*Mom's & Senior study groups

*Marriage Enrichment

*Catholic 101/201 (Scheduled to run concurrently with children's religious ed on Mon. & Tues. p.m./ 110 currently enrolled.) Carolyn is the instructor.

*Cemetery (sales)

*Carolyn sees a need for a Parish Mission.

Youth Ministry: Harry Ford

- Sixth grade (catechist team)
- Jr. SPY (7 & 8) Harry & team
- Sr. SPY (9-12) Harry & team

*At present 151 enrolled, but more are being enrolled daily. Confirmation : current 27, but anticipate 45.

*Small groups: catechists

*Projects: Harry

*Retreats: Harry & catechists

*Summer Friday evening fun, catechists

*Social Justice: Fair Trade Fair (with Sandy B & teen group)

Children's Ministry: Anne Mason

*Vacation Bible School – 152 (In addition we had 72 adult & teen volunteers)

*Enrollment for the coming year: Regular classes (total pre-K through 5th) – 185/
Home Program – 16

*Anticipated Reconciliation/ First Communion Currently have 40 signed up, anticipate approximately 50

*Reconciliation & First Eucharist retreats

Evangelization:

- Sandy Gordon reported that she is trying to recruit parishioners to be members of the Evangelization Committee. At this point, only two or three people actively attend the meetings.
- The next Evangelization Committee meeting will be held on Thursday, September 24.
- The question was raised as to the possibility of purchasing educational CDs and pamphlets from Lighthouse Catholic Media. For a fee of approximately \$1,000, LCM provides 297 CDs (33 copies of 9 titles) and 150 brochures (50 copies of 3 titles), as well as a display to be placed in the narthex of the church. Although there is an initial cost to the program, donations from parishioners are encouraged to help defray the cost. It was agreed that the cost of the program may be an issue, considering the budgetary concerns at the current time. Other options were discussed as to how to bring “faith raiser” material to our parishioners who are not able to partake of the various formation classes offered at St. Peter’s.

Finance:

- In the future, Liz Hunter and Fr. Jason will be part of the Finance Committee.

Liturgy:

- June Schabdach reported that the Liturgy Committee meetings usually take place the week after the Parish Council meetings.
- June would like to meet with Fr. Jason to discuss specific questions regarding liturgy issues.
- It was requested that the heads of the various groups (e.g. ushers, sacristans, flower committee, lectors, Eucharistic ministers) attend the Liturgy Committee meetings.
- Children’s Liturgy begins on September 20th.

Maintenance:

- Lew Sherman reported that improvements were made to Fr. Jason’s office and the staff kitchen, as well as the rectory. These improvements included repairs and painting.
- With regard to the Thrift Shop addition, there is a problem with water leakage. There has been damage to the floor and roof, and repair work must be done. In particular, the flooring needs to be replaced.
- The thrift shop sign often reflects out-of-date information. It was decided that the sign should be re-designed to include “THRIFT SHOP” information only, and not to advertise activities at St. Peter’s.
- Part of the cemetery fence was taken down during construction of the new church. Rick Heiland and a group of parishioners would like to re-construct the fence. Because it is made of wrought-iron, the fence would need to be sandblasted, painted, and re-built. The decision to go forward with this project was tabled until the next Parish Council meeting. It was noted that Pat Spielman should be consulted before any work is begun on the fence.
- The vinyl fence between the church parking lot and Mr. Bowman’s property is 90% complete, and has been for quite a while. Although we will need to

purchase the necessary materials, the fence should be completed to meet the expectations of Mr. Bowman.

Planning:

- Chuck O'Connor reported that the final commissioning on the mechanical system of the new church will hopefully take place next week.
- The final punch list is tentatively scheduled for September 14. Oak Construction, the architect, and representative(s) from the Archdiocese will be present for the review.
- The Planning Committee needs to develop a plan for finishing the rooms in the basement of the new church.
- It costs \$300/quarter to keep the temporary Use and Occupancy permit "alive".

Social Concerns:

- Ginny Abel reported that the parish nurse, Marybeth Terrell, has acquired space for relevant health-related information in the bulletin each week. Marybeth's name and contact information should be listed in the bulletin, as well.
- It was suggested that it would be helpful to have a weekly/monthly showcase of each ministry that falls under the umbrella of the Social Concerns Committee.
- A supply kit containing a blanket, pillow, defibrillator, should be available in the ushers' room to be used in case of emergency.
- Mike Riley recommended that the parish nurse should meet with the ushers to go over the use of the AED and emergency plan, in case a parishioner should become ill during mass.
- A list of parishioners with a medical background should be made for use during such circumstances.

COMMITTEE ASSIGNMENTS:

Bob Lilly was invited to be on the Development Committee.

Maggie Alspaugh was invited to be on the Evangelization Committee.

Anita Gill was invited to be on the Social Concerns Committee.

OLD BUSINESS

Parish Picnic:

The parish picnic has the necessary number of volunteers. Mike Riley and Chuck O'Connor will be doing the necessary prep work on Saturday morning, September 12. There will be a verbal reminder at the masses prior to the picnic that the 11:00 mass will be held indoors and the picnic will be held outdoors following the mass.

Coffee and Donut Sundays:

Members of the Parish Council should do their best to be a "presence" at Sappington Hall on Coffee and Donut Sundays from October through June. The name badges, to be worn at Coffee and Donut Sunday, will be updated and will be located in the ushers' room in the church.

Caritas in Veritate:

“Charity in Truth” is the latest encyclical released by Pope Benedict XVI.” This social encyclical reflects the role of charity and truth, which is at the heart of Catholic social teaching. A copy of “Key Quotes from Caritas in Veritate”, published by the U.S. Conference of Catholic Bishops, was distributed to council members. The encyclical addresses the duty of every person, group, and nation to recognize our economic responsibilities to the less fortunate and to humanity as a whole.

Chuck O’Connor made the suggestion that the Social Concerns Committee delve into ways St. Peter’s can put Caritas in Veritate into action.

Sandy Ballantine added that SPY will discuss Caritas in Veritate on Sunday, October 13. There is a plan in progress for SPY to hold a Fair Trade sale of coffee and chocolate at an upcoming Coffee and Donut Sunday.

NEW BUSINESS**Preliminary Parish Council Meeting Schedule:**

The tentative meeting schedule is as follows:

September 1, 2009

October 6, 2009

November 7, 2009 (Planning meeting)

December 1, 2009

January 5, 2010

February 2, 2010

March 2, 2010

April 6, 2010

May 4, 2010

June 1, 2010

The January 5, 2010 Parish Council meeting will be open to parishioners and will be held in the narthex of the church.

Communications Subcommittee:

A discussion was held regarding the necessity of forming a Communications subcommittee under the Development Committee. A few of the subcommittee’s duties will be:

- Revise the parish bulletin to create a more inviting format
- Create a more cohesive appearance with current information using different media (e.g. parish website, newsletter, brochure) which can be easily accessed by the parish and community at large.

Phil Burr and Bob Lilly will be members of the subcommittee.

Grounds/Landscaping Subcommittee:

A new Grounds/Landscaping subcommittee will be formed under the Maintenance Committee. Ruth Riley will head up this new subcommittee. Fr. Jason commented that some parishes recruit families or groups to “adopt” a flower bed or small plot on the parish campus. It was noted that parishioners who are landscaping professionals could be consulted if the subcommittee needs advice.

Volunteer Questionnaire:

It was agreed that a Time and Talents Survey should be created to invite parishioners to take a more active role in the parish. Deacon John emphasized the importance of feedback to those parishioners who wish to volunteer. Fr. Jason suggested that the survey be done at the beginning of November, since many of the readings at that time will be about “the harvest”. Sandy Gordon agreed to create the survey with input from the Council.

Year for Priests:

Because this year has been designated as the “Year for Priests”, Anita Gill distributed copies of a prayer for priests. Mary Hollingshead is putting together a project whereby a person and/or his family will pray daily for a particular priest within the Archdiocese. For a list of priests in the Archdiocese, please use the following web address: www.archbalt.org/clergy-religious-life/priest-list.cfm.

In recognition of the Year for Priests, the Knights of Columbus are spearheading an initiative to pray the rosary before each of the masses on the first weekend of the month. The “Rosary for Priests” will be discussed and decided upon by the Liturgy Committee.

PRESIDENT’S REPORT

Chuck O’Connor suggested that committee work needs to be done “in committee” and not at the Parish Council meetings.

PASTOR’S REPORT

Fr. Jason commented on the beauty of the parish and offered his heartfelt appreciation for all of the preparations made for his arrival. He is so happy to be the pastor at St. Peter’s and is looking forward to working with all of us.

The meeting closed with the recitation of the “Prayer for Priests”. The meeting was adjourned at 9:50 p.m.

Minutes respectively submitted by Sandy Gordon.

Parish Mission Statement (rev. 3/05)

We the people of St. Peter the Apostle Catholic Community are called by our Lord Jesus Christ to grow in faith, celebrate hope, and experience His loving presence in our midst. Drawing our life from the Eucharist and guided by the Holy Spirit, we seek to follow God’s Word by supporting one another, continuing our faith formation, promoting social justice, reaching out in service, and inviting others to share in our journey.

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