

**CHURCH OF THE MADALENE
MINUTES OF THE PARISH COUNCIL MEETING
DATE OF MEETING: July 25, 2010**

ALL MEMBERS:

DEACON **Robert DeWeese** (Ex-officio)
2010-11 **Moira Aingell**, Ex-officio, Women of the Madalene
4/11 **Pat Baldwin**, Member at Large
4/13 **Teresa Black**, Member at Large & Secretary
4/12 **Beverly Bryan**, Member at Large
4/12 **Kent Garrett**, Member at Large
STAFF **Becky Holder**, Ex-officio, Director of Youth Formation
4/13 **Patrick Lynch** – Member at Large
4/11 **Drew Martins**, Member at Large & Council Chair 2010-11
4/13 **Angela McKee**, Member at Large
2010-11 **Jimmy Nelson**, Ex-officio, Men’s Club
2010-11 **Theresa Witcher**, Ex-officio, Stewardship
4/12 **Donna Wuerch**, Member at Large
XXXX **VACANT**, Ex-Officio, Finance Council Representative
PASTOR **Fr. Jack Gleason**
STAFF **Becky Grossman**, Parish Life

Attendance:

Moira Aingell, Teresa Black, Beverly Bryan, Deacon Robert DeWeese, Kent Garrett, Fr. Jack Gleason, Becky Holder, Patrick Lynch, Drew Martins, Angela McKee, Jimmy Nelson

Absent:

Pat Baldwin, Becky Grossman, Theresa Witcher, and Donna Wuerch

OPENING PRAYER:

Father Jack opened the meeting with prayer.

CALL TO ORDER:

Drew Martins, Chairman, presided and called the meeting to order at 12:20 PM, on Sunday, July 25, 2010, at the Martins’ home at 6505 East 48th Street, Tulsa, OK.

MINUTES:

A correction to the Minutes from the June 13, 2010 meeting as follows: Under Section 6. “Enhance Technology,” the words “Wichita group” should be replaced with the words “Connecting Members.” With this correction, the 6/13/2010 minutes were approved, with Teresa Black making the motion, and Beverly Bryan seconding it.

UPDATE – STRATEGIC PLAN:

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Reports were then given on the progress of the Strategic Plan's "thrusters" (committees) by representatives present:

In order to be more efficient with the use of each Member's time, Council Chair Drew Martins reiterated that the sole purpose of the Council, as a whole, is to either approve or disapprove any proposed action(s) to be taken by each Committee.

1. "Sell the Vision"

Drew Martins, as representative of the "Sell the Vision" committee, discussed and presented a "Sell the Vision" logo idea created by Parish member, Scott Allred. A copy of the logo was passed around to the Council and discussion was had regarding the addition of the letter "G" for "G Launch." The focus of the logo is to reflect Madalene as a whole, while giving representation to each subgroup represented. Each subgroup would then have their own "subgroup logo" and each time a written form of communication is distributed by a subgroup, such communication would bear such subgroup's logo. Kent Garrett reported on the cost and printing of "Sell the Vision" brochures and whether they would be ready in time for the September kick-off. The final version of the brochure needs to be done before September 11. Kent Garrett passed around a sample of a brochure that was the weight, size, gloss, etc. of the proposed brochures. Kent Garrett reported that he received a cost from June Benton to print the brochures (1,000 brochures for a price of \$220-\$250). Angela McKee indicated she knew a Catholic family that might do the brochures for less. The Council discussed how many brochures would be needed and what the different options were for communicating or distributing the brochures. The number of 2,000 brochures was given. An idea of transforming the brochure into a bookmark for the Missalettes was presented and even the possibility of each subgroup (thrust) having their subgroup information printed into a type of business card. The bookmark and subgroup business card would be in lieu of ordering a bunch of full-blown brochures. Drew Martins initiated a discussion about the length of text or volume and "like" content for the subgroups. Some subgroups may need more text room than others. It was decided that August 9th is the deadline to get information back from each subgroup as to brochure content in order to ensure the brochures are timely printed.

2. "Enhanced Technology"

Patrick Lynch presented some information that he obtained from a potential website vendor. He found someone who would host the website for an initial payment of \$1,000 plus \$20 per month for maintenance and no advertising is required. The website would simply be "template-driven," with some constraints but easier to use. Discussion ensued regarding the transfer of everything from the current website by September 11. If this committee could get one Parish organization or ministry's webpage detailed out, then the remaining organization's/ministry groups' consent would follow form. The plan would be to have all these webpages completed by January 2011. Discussion was had regarding security levels of the website and whether the Council would want each organization or ministry to have the ability to upload or update their own information. The need for security of the website was clarified and confirmed by Deacon Robert DeWeese. Teresa Black questioned whether each Parish organization and Parish ministry would have a webpage (i.e., Quilters, Bunco versus Stewardship) and it was determined that we needed to first know what vendor would be enhancing/updating the website before we could determine how much room (bytes) the website would contain. The Committee's plan for each webpage was to obtain minimal information from each organization/ministry then build on it over the course of approximately 9-12 weeks. Then, the Council would either hire a part-time person to keep the website

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and webpages updated or train someone within each organization/ministry to update their own page. So far, the vendor options for the website are Connecting Members, Clover, or Ken Henderson at www.keneticimages.com.

3. “Grow Your Faith”

Fr. Jack distributed a schedule of Madalene’s Vision for Grow Your Faith, “Sunday School for All.” The Council agreed that the information is simple, straight-forward and a great idea for anyone who wanted to attend; especially parents whose children are attending Religious Education on Sunday mornings. It was believed that each week’s study would be easy to facilitate and conversational. It was discussed that the attendance numbers would vary from week to week.

4. “Lighten the Load”

Jimmy Nelson represented this committee and talked about preparing a notice, questionnaire, application and release of liability. Teresa Black volunteered to prepare a form of liability release. Extensive discussion was had regarding wants versus needs of recipients of Lighten the Load. Potential formation of a committee to review the submitted application to determine true need was discussed. If someone has a need that cannot be filled by Lighten the Load, the committee would like to have a referral list of other agencies so the person could be referred on. The committee is discussing their procedure of building a “database” of volunteers.

5. “G-Launch”

Becky Holder represented this committee and distributed a copy of her committee’s Implementation Timeline. The Facebook page should be set up and ready by August (being done by Rick Myers). The M.Y. Group (Middle and High School Youth Group) starts in September, 2010 which will provide not only curriculum but opportunity for study, service and fellowship. A mission trip for the youth group is being planned for summer 2011 with details to be announced. The committee is planning to form a Parent/Youth Advisory Council to be implemented in October 2010 which would consist of four (4) adults and four (4) youth with an opportunity to plan and implement activities. A Family Vocation Awareness Program is scheduled to kick off December, 2010 where families take turns praying the Rosary weekly for the invention of development discernment in the youth. Lastly, Becky explained the Challenge and Conquest Clubs which are for girls aged 10-16 and boys aged 5-10. Through these clubs, the youth learn virtues and how to put those virtues into action through apostolic projects. These clubs are held in collaboration with other Diocesan churches. Challenge meets at St. Pius while Conquest meets at the Madalene.

6. “Build the Vision”

Deacon Robert reported that the house located next to Sister Pierre’s on which an offer has been made by the Parish, has been inspected by Knox Inspection. He is waiting on the inspection report to come back. Deacon Robert informed the Council that the property at 2213 S. Gary Avenue is for sale and is valued at approximately \$140,000, to be sold “as is.” The Council discussed the various possible uses for the house (multi-purpose facility, additional parking, etc.). Purchasing this house would provide numerous expansion opportunities for The Madalene. A motion was made and seconded to make a \$140,000 offer for the property with all Council members approving and none disapproving. Fr. Jack and Deacon Robert will move forward with making this offer. This transaction is to be cash and no financing.

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Additional Budgetary Needs

Drew Martins asked the Council if there were any additional budgetary needs of which they were aware. Grow the Faith will need approximately \$5 per study guide (*Quest*) and it was discussed that perhaps those attending Grow the Faith would be willing to pay for their own guide. The printing of the brochures for Sell the Vision and the “tear-off” questionnaires needed by Lighten the Load would total about \$750. A motion was made by Angela McKee to approve the additional budgetary need of \$750 and the motion was seconded by Jimmy Nelson. The motion was approved by the Council.

Volunteer Appreciation-Recognition

Drew Martins asked Beverly Bryan if she could take over the sending over thank you notes to volunteers or “get well” cards from the Parish Council and Beverly agreed to take on this responsibility. A suggestion was made that volunteers need to be recognized and perhaps the Madalene bulletin could highlight a volunteer on a monthly basis.

Parish Council Job Descriptions

Drew Martins suggested that Parish Council “job” descriptions be prepared to make it easier when successors take over. Beverly Bryan will begin working on these descriptions.

Updating the Parish Roster/Email Addresses

Drew Martins discussed the need to fully complete our database of parishioner email addresses. It was decided that the Council would divide up the list of parishioners and call those on the list where an email address is missing. Drew already has a “script” ready and would like to have the Council work on this at the August meeting.

Amendment to Bylaws regarding Robert’s Rules of Order

Drew Martins addressed the Council about the need to amend the Bylaws of the Madalene. The amendment is needed to clarify the priority of law in which Parish Council meetings are governed from state law to Robert’s Rule of Order. Drew will draft the amendment and distribute it to the Council for consideration at next month’s meeting.

NEW BUSINESS

No new business.

NEXT MEETING DATE

The next meeting of the Council is August 22, 2010 at 11:30AM in the St. Francis Room

ADJOURMENT

Motion to adjourn was made by Teresa Black and seconded by Beverly Bryan. All agreed. The meeting concluded at 2:15 PM.

Submitted by Teresa Black _____

Date Approved by Parish Council _____, 2010.