STEWARDSHIP COMMISSION (SC) MINUTES - September, 2016

Attendance: **Wed evening, 14Sep - Laura Corrion, Carol Gunther**
Sat morning, 17Sep – Clem Valot (Evangelization), Carol Gunther, Jim Armistead

SC's Mission: to promote, encourage, and pray for the tithing of time, talent, and treasure by all parishioners in spiritual and material support of our parish.

Due to conflicts with schedules, the SC met twice this month. Combined meeting Minutes are:

1. Parish Census:
   Laura reported on the success of the Parish Census with data entry completed over the summer. Records were updated with current personal information and email addresses for ~1000 of our 1700 parishioners.
2. Gifts and Talents Inventory:
   - The second half of our Parish Census is our Gifts and Talents Inventory. The purpose of the Inventory is to grow our volunteer base by matching the skills, interests and talents of our parishioners to specific needs of SMOTH through a sort-able database managed by Laura as volunteer coordinator.
   - Final draft of the Gifts and Talents Inventory was completed 14Sep. Clem later suggested adding numerical coding for each entry and pivot tables for easier sorting and data usage. We welcome Clem to the SC and appreciate his talents in project management and data collection.
   - Laura agreed to work the administrative details of the parish-wide mass emails with Jennifer Stembridge for the targeted email blitz on 19Oct as well as finalize the Intro letter from Fr Stan.
3. Colorful outstretched hands and the Matthew West song, "*Do Something*" with "Salt of the Earth" lyrics is our theme for our Stewardship month of October; the Gifts and Talents Inventory; intro letter as well as the Ministry Handbook that features all of our SMOTH ministries and parish volunteer opportunities.
4. Oct 22/23 Stewardship Celebration in the gym after all three weekend Masses:
   - All will be invited to share God's Gifts with others in our parish community.
   - Laura is to extend an email invitation to **all SMOTH Ministries and Commissions** to actively participate in the 3 after Mass celebrations by providing information, a photo display, personal witness, sign-up sheet, contact information, etc... Tables will be available in the gym.
   - Refreshments will be provided: Donut holes with cider/apple juice will be ordered from Meijer. Help with floor-plan arrangements, set-up, and event hospitality will be required from SC members and other volunteers before and throughout the Oct 22/23 weekend.
5. Communications:
   - Carol agreed to write bulletin and website articles to communicate the intent of the Gifts and Talent Inventory, Stewardship Month activities including the email blitz, and the Celebration in the gym after all Masses 22/23Oct.
   - Laura will also, continue to highlight Stewardship Events and the 19Oct Email blitz in her weekly Ministry Corner bulletin column.
   - Fr Stan will be invited by Laura to comment on Stewardship and the Gifts and Talents Inventory email in his "*This 'N That"* bulletin column.
   - Carol will give appropriate Prayers of the Faithfull prayers to Hugh Buchanan's Writing team for reading at the October Masses.
   - Carol will prepare slides and request display from Dan and Arnie before WE Masses and in the Narthex starting Thursday 29Sep and running through Monday 24Oct. Posters and door signs with the reaching out hands logo to be prepared by Carol for display in early October.
   - 8-9Oct weekend Mass Speaker is currently available if we want to use this opportunity to reach out with our Stewardship message to those attending Masses.
6. Chapel Prayer Service for October assigned to SC:
   - Laura has material for appropriate prayer service and is working with Dan to obtain the Matthew West music video for "*Do Something*" which will complement our October is Stewardship month theme.

- Carol to prepare Template document with Mission statement, accomplishments and goals for SC review on 4Oct.

7. Old Business:
    - Redesign of the collection envelope: Work started by Jim on the custom re-design of the collection envelope used at SMOTH for Sunday Masses, Holydays and Special collections will continue after Stewardship month activities.
    - Parish Council Representative: Jim Armistead accepted the 2-year commitment as PC Representative for Stewardship starting this September 2016. Thank you, Jim.
8. **Next regular SC meeting is Tuesday, 4Oct at 6:30PM in the SMOTH conference room.**
9. **We will also meet Saturday, 15Oct at SMOTH prior to the Parish Council meeting. SC is leading the Chapel Prayer service for October so plan to be there early at 7:45AM.**

Published by C. Gunther 22Oct2016
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