**Title:** **Christian Service Commission Meeting**
**Date:** **November 19, 2016**
**Place:** **Gymnasium**
**In attendance:** Sr. Grace Keane, Bill Hill, Karen Schenk, Betty Maciejewski, Cynthia Ferrera

**Enrichment Possibilities:**

We discussed the content of the Prayer section of the Salt and Light website (www.wearesaltandlight.org) and our favorite manner of prayer. Members were requested to complete the prayer assessment with comments where appropriate [attachment 1] and forward to Bill for consolidation and discussion at the next meeting.

**Review of October Minutes**:

We discussed again the issue of support for two food banks in our coat room. Karen explained that we were the only outside parish supporting St. Michael's. Not much information was available on the RANH food bank. Bill will check with Hugh Buchanan and Sr. Grace will try to collect more information. We should discuss this again at the next meeting.

No other corrections were suggested to the minutes of October as well as the Special meeting minutes.

**Projects/Committees/Reports**

2017 Calendar of events

It was decided that we will maintain two documents. We will publish one to the Parish on the opportunities for direct service. I have included this here as attachment 2. This needs to be confirmed by the end of December so we can publish in early January. We agreed to an outreach to Grove Crest Assisted Living, Pontiac with Pizza lunch and Bingo on January 28, 2017

Lenten Almsgiving-Regional

We discussed options for almsgiving. The majority of those present felt that Life Span was a good choice and coupling to the "We Care" baby clothing collection in March was acceptable. Sr. Grace requested we postpone a decision to next month. All were requested to consider possible candidates for almsgiving and provide some logic behind the choice in the next month so we can come to a decision in December.

Support for SOS Partnership [decision]

No discussion due to lack of time. Put on January agenda.

How to fill open ministry leads [discussion]

Some corrections were made to the list but no real discussion of ways to fill positions was possible due to the lack of time. [Revised ministry list is in attachment 3]

Council Initiative [discussion]

No discussion due to lack of time. A more detailed description of the Council request was provided at the council meeting and can be found in attachment 4

**Ministry Lead Report Outs**

This section was set aside to discuss activities in each of the ministries briefly, but not time was available due to the time spent on the Lenten Almsgiving. I would still encourage all Ministry Leads to submit short reports each month to improve communication.

**Sr. Grace Keane**

Advent Message Series---ATTACHMENT 5

CS Project Manager---no report

CS Vicariate / AOD / CCSEM---ATTACHMENT 5

Stewardship Results (skills inventory)---no information yet available

DRMM service day-report---ATTACHMENT 5

Round Tables on Service Experiences---ATTACHMENT 5

**Next meeting date** Sat. December 17 [30-40 minutes will be available due to Pot luck and other Council initiatives]

**Wrap-up:**

Next meeting will focus mainly on the Lenten almsgiving decision. We should plan on a special meeting in early January to finish the mission statement and the accomplishments document.

**Brief feedback on the Parish Council meeting:**

Some requests coming from the Parish Council to all Commissions:

1. Review "Core Member Definition" and agree to implement the process in Commission
2. Target given to recruit two new members for the commission by the May, 2017
3. Develop one pager that can be provided to Parishioners who express interest based on templated items
4. Council reviewed the AOD Hospitality Process outlined in the attached document. Each commission was requested to review and determine how their commission might assist in implementation at SMOTH.

10 Parish-Altering Hospitality Practices E

Respectfully submitted:

Bill Hill, Chairperson, Christian Service Commission

# Attachment 1: Prayer Assessment

1. We root our work for justice in prayer and in our relationship with God, who loves those who are poor and vulnerable.
__ I don't think this applies
__ Not really
__ Some of the time
__ Most of the time
__ Yes, we do!

2. We pray together (through Scriptural reflection, Prayers of the Faithful, etc.) for those who are vulnerable in our local and global communities.
__ I don't think this applies
__ Not really
__ Some of the time
__ Most of the time
__ Yes, we do!

3. We share Christ's call to conversion, discipleship and love for neighbors through Scriptural reflection, homilies, preaching, and/or other formation opportunities.
__ I don't think this applies
__ Not really
__ Some of the time
__ Most of the time
__ Yes, we do!

4. Our liturgical celebrations and/or common prayer acknowledge Christ's presence in the community and lead to sending forth on mission in daily life.
__ I don't think this applies
__ Not really
__ Some of the time
__ Most of the time
__ Yes, we do!

5. Music for prayer, worship, and/or reflection reinforces the call to discipleship and mission.
__ I don't think this applies
__ Not really
__ Some of the time
__ Most of the time
__ Yes, we do!

6. We help those preparing to be initiated into the Christian community (and their sponsors or parents and godparents) to understand Baptism as being incorporated into the Body of Christ and sent on mission.
__ I don't think this applies
__ Not really
__ Some of the time
__ Most of the time
__ Yes, we do!

7. We help our community members examine their attitudes, words, actions, and inactions that affect our relationships with God, self, and neighbor.
__ I don't think this applies
__ Not really
__ Some of the time
__ Most of the time
__ Yes, we do!

8. We help those preparing to be Confirmed to understand that the Holy Spirit calls them to be witnesses and to carry out a mission of love and service.
__ I don't think this applies
__ Not really
__ Some of the time
__ Most of the time
__ Yes, we do!

9. We help couples preparing for marriage understand the call to imitate Christ's love, self-gift and service towards one another, their families and the world.
__ I don't think this applies
__ Not really
__ Some of the time
__ Most of the time
__ Yes, we do!

# Attachment 2: Calendar of Service Opportunities

| | | |
|---|---|---|
| **January** | 27 | March for Life |
| | 28 | Bingo at Grove Crest Assisted Living |
| **February** | 26 | Sunday Parish Event: Reflection on Works of Mercy (tentative) |
| **March** | 01 | Lenten Almsgiving |
| | TBD | We Care Collection [Right-to-Life]-Karen |
| | TBD | Blood Drive-Holy Family Regional School-Sister Grace |
| | 27 | Monday, 10 AM -1:00 PM Serving Lunch at Baldwin Center |
| **April** | TBD | Saturday John R Road Clean UP-Sister Grace |
| **May** | 3 | Wednesday 5:00-7:00 PM Serve Family Dinner at Baldwin Center |
| | TBD | Mental Health Awareness Month-Speaker-Sister Grace |
| | 14 | Mother's Day Carnations |
| | 20-21 | CCRT Toiletries Collection |
| | TBD | Baby Shower---for who??---Karen |
| **June** | TBD | Birthday Collection for Children's Village-Sister Grace |
| | *TBD* | *Vacation Bible School Outreach [RANH]*- Sister Grace |
| | *TBD* | *SAW-Teen Immersion*- Sister Grace |
| **July** | TBD | SOS South Oakland Shelter Collection for week- Sister Grace |
| | TBD | Pontiac Uniform Drive [CCRT]-Bill |
| | TBD | RANH [Rochester Area Neighborhood House] School Supplies Collection-Cheryl |
| **August** | TBD | RANH Back-to-School Drive---Cheryl |
| | 6 | Blood Drive |
| | 13-20 | Hosting SOS, Prayer Service for SOS |
| **September** | TBD | Interfaith Care Givers Golf Outing- Sister Grace |
| **October** | 14 | CCSEM [Catholic Charities of Southeast Michigan] Mercy in Action Day |
| | 14 | SVDP Fund Raiser |
| | 15 | SVDP Friends of the Poor Walk |
| | 29 | Bread for the World Offering of Letters |
| | 29 | RANH Scare Away Hunger 5K Run/Walk-Rochester College-Cheryl |
| **November** | 8 | Wed. 10:00 AM-1:00 PM Serve Lunch at Baldwin Center |
| | TBD | Life Span Christmas Card Sales-Karen |
| | TBD | Pack food for Kids against Hunger---Middle School Service Day – RE |
| | TBD | Manna Meals Coat Collection |
| | TBD | Giving Tree Gifts-Cynthia |
| **December** | 2 | Blood Drive |
| | TBD | Collection for the Troops-KofC |
| | TBD | GIFT Service Project |
| | TBD | Manna Community Meal Coat Drive |

# Attachment 3: Ministry List [Revised 19nov16]

| MINISTRY | CHAIRPERSON |
|---|---|
| Blood Drive | Sal Trupiano |
| CCRT Board | Open |
| Charitable Giving Committee | Tom Schenk |
| Children's Village | Adrianna Fernandez/ Jerry Turgeon |
| Crossroads Pregnancy | Linda Pipp |
| Funeral Gift Basket | Donna Nowland |
| Funeral Lunches | Laura Corrion |
| Giving Tree | Cynthia Ferrera |
| Gleaner's Food Bank | Christie Zynda |
| Interchurch Women | Open |
| Interfaith Care Givers | Christie Zynda |
| John R Rd Clean Up | Ken Corrion |
| Justice and Peace | Open |
| Knit and Crochet Ministry of Comfort | Peggy Casing |
| Lifespan | Karen Schenk |
| Manna Meals | Frank Walkiewicz |
| Meal Share | Open |
| We Care | Open |
| Mental Health [New Ministry TBD] | Open |
| Ministers of Care | Judy Kozlowski |
| Outreach Work Group | Open |
| Prayer Chain | Carol Hanna |
| Respect for Life | Karen Schenk |
| Rochester Area Neighborhood House | Cheryl Bida |
| SOS | Donna Kopinski |
| St. Michael's Food Pantry | Amy Kennedy |
| St. Vincent de Paul | Mike Dreon |
| Stephen Ministry | John Griffith |
| Sunshine Ministry | Laura Corrion |
| Christian Service Commission | Sr. Grace Keane |
| | Cheryl Bida |
| | Karen Schenk |
| | Betty Maciejewski |
| | Cynthia Ferrera |
| | Amy Kennendy |
| | Adriana Fernandez |
| | Bill Hill |

# Attachment 4: Core Member Definition from Parish Council

**CORE MEMBER DEFINTION**
**FOR**
**SMOTH PARISH COUNCIL COMMISSIONS/COMMITTEES**

**PURPOSE:**

The purpose of a commission or committee core member is to provide stability, knowledge, and structure to the organization. The core member will be familiar with the mission and workings of the organization. This position will assist in managing the more strategic aspect of the organization, with the more "day-to-day" or detailed tasks of the organization, managed by the chairperson.

**TERM:**

Three core members are envisioned for each commission/committee serving a maximum of three (3) years, on a "staggered" basis. Initially, a one, two, and three year "new role" will be assigned. All subsequent terms (in "run mode") will be three years for the newly appointed person.

**SPECIFIC RESPONSIBILITIES:**

- Be available to serve as a representative to the Parish Council and attend the PC meetings
- Assist the chairperson of the commission/committee
- Provide the "strategic" direction for the vision of the commission/committee and help reconcile that vision with the Parish Council overall vision
- Provide stability for the committee/commission from one elected Parish Council to the next
- Assist in prioritizing the commission/committee goals
- Provide additional leadership and coordination for the commission/committee for "cross-Parish" activities (e.g. Christlife, Stewardship Fair, Picnic, etc.)
- Lead in recruiting new/future members for the commission/committee

**SELECTION PROCESS:**

The commissions/committees will identify core member candidates for consideration, and the Parish Council will then vote on these recommendations. Again, the goal is to initially identify three (3) candidates in the first year, and then one (1) candidate every subsequent year.

# Attachment 5 Items that were not covered at the meeting from Sister Grace

**Advent Message Series**
The pastoral team has been working on an Advent Message Series (rebuilt style) to be rolled out this Advent. Fr. Stan will be the homilist at all the 11:00 Sunday Masses during Advent. The overall theme is Preparing Our Hearts with a sub-theme for each week. Since the Sunday Scriptures move us to prayer and action we are taking what we are already doing with the Giving Tree and inviting parishioners to reflect on the circumstances of homelessness, hunger and mental illness as experienced through the people who come to the different organizations. Description of each organization will be in the bulletin and where possible a tie into Catholic Social Teaching. In what saving way does the Coming of Christ enter into the hearts of all those who find shelter in our communities? Art and Environment, homilies, prayers of the faithful, mass intentions, conversation starters and social media will tie in Giving Tree Recipients each week.

**Outreach Opportunities**

December: Possible Christmas Caroling at Grove Crest or Bellbrooke Mercy with parent and children
Indirect Service: 10 boxes of food from Kids Against Hunger Coalition went to Forgotten Harvest in Oak Park.

**Other Activities**
Prayer: Catholic Charities USA has prepared prayer services corresponding to the Corporal Works of Mercy. Two will be edited for Feeding the Hungry and Sheltering the Homeless. They will be available for Thursday Adoration, to the Staff to use at meetings and on the parish website for parishioners to adapt.

**DRMM Service** [from bulletin of 20Nov16]
Four parishioners and Sister Grace served lunch at Detroit Rescue Mission Oasis, Highland Park, MI on Sunday, November 13. The Oasis for men, offers emergency shelter (shelter, food, and clothing), transitional housing, veterans services and prisoner re-entry programs. Approximately, 60 men were served by our St. Mary's group. The experience was both rewarding and spiritually uplifting for those that served the meals and the feedback from those who were served was very positive.---Mark Mancinotti

Stewardship Results (skills inventory) to be reviewed for possible CS participation.

**Upcoming Advocacy and Education Offerings**

Round Tables on the CS Survey to be schedule in the New Year.
Round Tables on Pope Francis' New Year Message
Special Event in February for the purpose of sharing Outreach / Direct Service Experiences in the context of Service Learning.

**CS Vicariate / AOD / CCSEM/**

**Evaluation Meeting** from CCSEM on Mercy in Action Day were positive. Plans are in the works for Oct. 2017.
**Conference on Human Trafficking** in Lansing. Details coming from CCSEM-Catholic Charities Southeast Mi
**Mental Health First Aide -** Giving back Tuesday

**Happy Thanksgiving from CRS-Catholic Relief Services**