

Christ the Redeemer Parish Pastoral Council

Meeting Minutes: April 24, 2007

In attendance:

Fr. Sean	Arlene Hawkins	Steve Moses
Brian Caravantes	Jake Dominguez	Kelli Blankenburg
John Huston	Phillip Jackson	Ken Conner
Stacie Bradley	Tim Herbert	Christine Marté
Wayne Kitchens		

Absent: Mike Bonin and Charlotte Conner

- Meeting began at 7:00 pm
- Brian opened the meeting with prayer. Kelli volunteered to lead the prayer for the May meeting.
- **Unfinished Business**
 1. March minutes were approved.
 2. Coffee and donuts May 6th or 20th; let Ken know this week and he will notify coordinator.
- **Information Sharing**
 1. Capital Campaign / Construction Budget:
 - a. Have achieved the \$5.8 m dollar pledge level; pledges continue to come-in and are being tracked with no issues to date; made some important selections: New Holland Church Furniture will provide the pews for \$297 k manufactured, including extra chairs for various areas in the church; acoustical engineer evaluating new church including pew coverings (appears we will go with cushioned seats and wood backs); three artists evaluated for stain glass and Kenneth F. von Roenn from Louisville, KY was selected; he will interact with the parish to establish some of the basis for the stain glass from which he will build models; he will begin this summer with that process;
 - b. Rectory – homeowners association - A/C units in front of house violate covenants; have to move to side of house; furnishings for rectory have been selected; established registries for various household goods that parishioners bring in 1st weekend in May, second weekend set-up, 3rd weekend open house;
 - c. Adjacent subdivision development (on Cypress-North Houston) surveying of property is on-going; new development by Morrison homes; 88 home development; working on drainage which CtR is monitoring to assure that drainage does not impact CtR's property; road variance (for road between new and old subdivision roads) granted by City of Houston must be stubbed out but not connected.
 2. Parish Update: We have reached our goal in DSF pledges. DRE search continues. Budget reviews have begun for next year and appear to be under budget for this year; IT support will be budgeted for next year to supplement volunteer help; Confirmation is on track for May 31st and for the adults May 27th (CtR diocesan host site) seven to be confirmed; Parish Mission - moved from May (a time of winding-down) to September (a time of gearing-up and when church construction will be started); Fr. Phil Horrigan from Archdioceses of Chicago will be giving the mission on September 17, 18, and 19.
 3. Report on PPC Training: No one was able to attend.

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- **Pastoral Issues / Request for Feedback**

1. Meeting Space Needs – No new action was taken to review meeting space needs. Fr. Sean will send an e-mail to those from the last meeting who volunteered (Stacie, Brian and Wayne) to visit St. Claire to see how they are addressing their space needs.

- **New Business**

1. Review / discuss revised strategic intents for each pastoral need: The strategic intents for each of the identified parish pastoral needs were read, the wording was revised, and consensus was reached on each as follows:
 - ◆ **Community**: Create a rich sense of community through hospitality, evangelization, and fellowship that results in parishioners who proclaim Christ to others in their everyday living.
 - ◆ **Faith Formation**: Promote a deep awareness, understanding, and appreciation for the traditions, beliefs and doctrine of the Church that lead us toward a personal encounter with Christ.
 - ◆ **Liturgy / Music**: Encourage a full, conscious, and active participation in the Mass to inspire and support a vibrant faith community that lives the gospel message.
 - ◆ **Social Outreach**: Initiate and support activities to plan, organize and implement efforts to promote social justice and peace and to foster a consistent ethic of life.
 - ◆ **Stewardship**: Foster individual and communal stewardship opportunities that create a sense of personal involvement to give to God our time, talent, and treasure.
 - ◆ **Vocations**: Promote and support the awareness and formation of all vocations – clergy, religious and laity – to enrich and sustain the Church.
 - ◆ **Youth and Young Adults**: Cultivate a joyful environment that energizes our youth and young adults into Spirit-filled Catholics who believe they are called, anointed and sent.
2. Discuss and prioritize pastoral needs: The need to prioritize the pastoral needs was discussed with various ideas expressed.
 - Prioritize them and select the top three;
 - All of them are important and need attention; and,
 - Consider the various drivers (growing parish, new church, youth, etc) and focus on those related to those drivers.

After a considerable conversation around these various ideas, a general consensus was reached. All parish pastoral needs must be addressed to take the parish from good to great. It was recognized that this approach was possible because no one group would have to focus on all of the needs. The staff and various ministries would focus on those needs applicable to them and assure aligned with the strategic intent of the need. Then, with Fr. Sean's oversight assuring coordination of effort and overall alignment, the parish could advance on all of its needs.

3. Propose forward plan on recommendations for pastoral needs: A conversation on next steps resulted in a consensus that the staff and various ministries should be the ones who formulate the recommended actions for each of the parish pastoral needs relevant to them. The PPC had completed its mandate (strategic planning) by developing the recommended parish pastoral needs and associated strategic intents. The ideas for recommended actions that the PPC had brainstormed will be provided to the staff and various ministries. Fr. Sean will be taking the Parish Pastoral Needs and Statements of Strategic Intent to the staff and various ministry heads to begin the process of aligning their current efforts with the pastoral needs and strategic intents and to have them develop action plans.
4. PPC Strategic Planning Process: The PPC adopted the following as their strategic planning process (the last paragraph of the process below was modified to reflect that to which was agreed above in number 3).

Christ the Redeemer Parish Pastoral Council

CtR Parish Pastoral Council - Strategic Planning Process

Christ the Redeemer Catholic Church – Parish Mission Statement

We are a community of Catholic Christian believers, in communion with the Church of Galveston-Houston. In the spirit of love, hospitality, and social justice, we serve the people of the greater Cypress area.

We believe that through the faith we share, we become family to one another in Jesus. Through evangelization, education, charity, and service, we are called to use our diverse gifts to grow together and encounter Jesus in Word and Sacrament.

Christ the Redeemer Parish Pastoral Council

Our purpose is to offer counsel and consultation to the pastor on matters of pastoral planning and policy. We commit ourselves to providing the best possible counsel which is the result of prayer, reflection, and dialogue, as well as study, research, and consultation with other parishioners. By the fact that we are convoked by the pastor, we will respond to his call and questions and offer the best consultation possible to support him in discerning how God is calling the parish to fulfill its mission.

To accomplish this we will:

- Annually examine the parish's pastoral needs, put them in to order of importance, study how to meet them, and then make recommendations;
- Serve as a vehicle of dialogue, communication, coordination, and cooperation with parish committees, ministries, and staff;
- Develop clear plans and procedures to operate as a council;
- Use the consensus process to development agreement;
- Schedule time to socialize, learn more about each other, and share our faith journey; and, most importantly,
- Be a prayerful people beginning and ending each gathering in prayer and taking the time to develop spiritually so as to be more keenly aware of the Spirit's presence and functioning within the Council.

Assessment of Parish Pastoral Needs & Recommendations

Each year the Council will assess the pastoral needs of the parish beginning with the needs identified the previous year, adding or deleting as needed. For each new need, a statement of strategic intent will be developed, i.e. what we are trying to bring to fruition in the parish relative to that need. Then, the staff and various ministries will develop recommendations on goals to be accomplished to assure that strategic intent is achieved. These recommendations will be provided to the pastor for his approval and overall coordination.

- **Open Discussion**
 1. There was a conversation on the Tridium and Easter liturgies and the positive nature and success of them.
 2. Steve Moses volunteered to host the next PPC social. He will send an e-mail regarding the dates for it.
- Brian closed the meeting with a prayer.
- Meeting adjourned 9:10 p.m.