

**OLPH Parish Pastoral Council
Meeting Minutes
May 21, 2018**

PPC members present:

Fr. Jerry Boland	Y	Kevin Boyle	Y	Marty Guerrero	Y	Bob Michels	
Fr. Nick Kostyk		Cathy Condon	Y	Mike Hood	Y	Cindy Moody	Y
Fr. Isaac Lara		Tim Daniels	Y	Mara Lindsay	Y	Bill Nelson	Y
		Laura Flentye	Y	Bill McCabe	Y	Bob Pirsein	Y
		Maria Grable	Y	Mark McKinley	Y	Rob Orr	

Opening Prayer *offered by Maria Grable*

Approval of Minutes

April Minutes were approved by PPC

Communications Update

Melissa Conroy attended the PPC meeting and offered updates on Communications at OLPH.

The Communications Advisory Team is now formed (nine members) and has met to discuss mission, vision and purpose. Melissa shared the purpose statement with PPC.

Communications Advisory Team Purpose Statement:

The Communications Advisory Team is charged with providing a comprehensive and strategic perspective while offering an advisory role related to parish communications. In collaboration with the Pastor and Parish Director of Communications, the Advisory Team will work to:

- examine parish communications in consideration of our rich history and tradition, breadth of membership and the ever-changing landscape of communications theories and tools and affect strategic decisions.
- assess continuity, effectiveness and value of communications efforts.
- review other parishes' communications tools, as well as those of similar non-profit, voluntary membership-based organizations.
- identify, evaluate and recommend new opportunities, tools or emerging technologies.
- assist Parish Director of Communications with implementing analytics (measurement tools) and discerning feedback from parish membership, ministry leaders and stakeholders.

The goal of the Communications Advisory Board is to have 10-12 members to serve and support overall communications of the parish. Members will be OLPH parishioners with professional communications background who exhibit interest in, and familiarity with, Parish communications. This year will be formation year for the Communications Advisory Board,

next year will begin three-year rotation term for the members of the Communications Advisory Team.

Melissa also presented the idea that information about OLPH church and school will be included in the Glenview Chamber of Commerce Welcome Packet for new residents of Glenview.

OLPH will have a booth at the Glenview Summer Fest on Saturday June 30th from 9-3. There will be an event chair and volunteers will be needed to help organize and staff the event.

Melissa offered an update on the ordination of and Mass of Thanksgiving offered by Deacon Christopher Weiland. Deacon Weiland will have a website linked to the OL website, an OL email address and business card.

Melissa also gave an update on improvements to the OLPH website which include enhancements to the “News and Announcements” section which now has a scheduling future which enables announcements to be scheduled in advance and posted on specific dates and times. Melissa is also working to streamline the website home page to include less text and more links for site visitors looking more info. This will enable more events to show up on the home screen page. Updates are also being made to the media page to include videos and podcasts.

Melissa continues to update the OLPH Ministry Leader Contact spreadsheet (internal and external document formats). These contact lists are an invaluable resource for our parish. 2 new ministries have recently formed; the Digital Ministry led by Jim Geldermann and the Spiritual Fitness Ministry lead by Geof Lutz. Melissa is also working to create a printable version of the updated Ministry Directory.

Members of the PPC expressed gratitude for the diligent and creative work of Melissa Conroy in her first year as Director of Communications. PPC members also reiterated the importance of streamlining processes for communications at OLPH including creating more standardized process and templates for requesting and publishing/sharing communications, as well as the importance of creating a standardized OLPH logo.

Melissa will begin work on Annual Report in June

2018-2019 Preliminary Calendar Review

Mara presented and reviewed the proposed PPC meeting and event calendar for 2018-2019.

New Member Status

Laura expressed gratitude to the 5 outgoing members of the PPC and all who helped with new member interview process. There were 7 excellent candidates this year. PPC members shared how impressed they were by each of the candidates and the passion all of them have for OLPH Parish. Father Boland expressed gratitude for the engagement and enthusiasm of the candidates

and the great conversations that he shared with each candidate. 5 new PPC members were chosen and 2 other candidates were connected with other OLPH ministries.

June Dinner Meeting

Laura discussed details for the June Dinner Meeting/Reception. New members will be welcomed and departing members will be celebrated.

Engagement / Service Project Update

Mara presented updates on the Service Sunday projects and the Summer Surprise Bags for the children of St. Phillip Neri parish. The goal of the service projects was to engage parishioners and to support the work of the Sharing Ministry and the needs of the Sharing Parishes.

Deanery

Bill McCabe shared updates from the most recent Deanery meeting and updates from the Archdiocese which included ongoing discussions about Renew My Church. The Archdiocese is focused on encouraging and enhancing parish engagement and vitality and energizing parish missions across the diocese. Bill shared the importance of participating in Deanery meetings as a way to learn more about other parishes

Emergency Operations Plan

EOP Team is meeting at the end of May to participate in Emergency Operations training. Trainers will then facilitate EOP training for OLPH staff and ministry volunteers.

Pastor's Report

Fr. Boland

Father Boland reflected on the experience of the Spirit of Pentecost through the ordination of Christopher Weiland, the SPRED First Communions, the Birthday Party for the Church, the service projects during the Easter season.

Father Boland discussed next steps as the parish moves into the next phase of the Capital Campaign which will include the rehab of the 3rd floor of the Parish Center, updates to McDonnell Hall, and the Glenview Road rehab. Father shared the importance of having long term, integrated goals for the campaign. OLPH has interviewed 3 firms to create a master plan for ongoing Capital campaign projects at OLPH. Father chose 1 firm which will move forward with the process of creating a master plan which will entail interviewing parishioners, holding town hall meetings and looking at options for capital projects based on needs/uses of parish spaces.

Father shared the significance of this particular time of the year as an opportunity for reflection on past, present and future as leadership teams change for various ministries, end of year celebrations occur in ministries and in the school. Father also expressed the importance of

communications in a vital parish and the importance of using various modes of communication to reach parishioners. Father Boland also expressed the importance of exploring how we use technology to share and spread our message at OLPH.

Father expressed gratitude for outgoing PPC members and their years of service.

Closing Prayer *offered by Mara Lindsay*