

**Parish Pastoral Council Meeting
September 26, 2016**

Present: Fr. Ray, Eileen Bowes (staff-ex officio), Jane Brihan (staff- ex-officio), Peg Bush, Allison Cyganowski, Bruce Denner, Deacon Chris Everhart (staff- ex-officio) , Jacques Gagnon, Ludwig Heil, Sandy Hogan, Sue O'Malley, John Sullivan, Fatima Walsh (staff- ex-officio), Sandy Zielie (development – ex-officio)

Absent: Rosemarie Dykeman (finance council- ex-officio)

- 1) **Opening Prayer** – Eucharistic adoration and prayer service
- 2) **Minutes** – Minutes of 8-31-16 meeting were accepted and will be posted on the website.
- 3) **Overall Plan:** Father Ray and Ludwig reiterated that analysis and planning for Immaculate Conception Parish will be done using the guidelines in the Divine Renovation workbook. (Divine Renovation: A Step-by-Step Manual for Transforming Your Parish by Father James Mallon, Twenty-Third Publications, 2016)
- 4) **From Vision to 5-Year Plan:** Ludwig presented a handout explaining the process from vision through analysis of our core parish values and systems to strategic planning including a six month plan, a one year plan, three year plan, and a five year plan. Members agreed that it will be important to share our analyses and planning processes regularly with the parishioners.
- 5) **Vision and Purpose Statement** – Members agreed to use our current mission statement as our vision statement which we can review again at a later date. Likewise, members deferred development of a purpose statement until we complete our values and systems analysis and begin strategic planning. Bruce cautioned that in our statements and planning we need to always be welcoming and not lose sight of parishioners and seekers at all stages of their faith journey, not just for committed disciples. Eileen pointed out that there are many stages on the path toward committed discipleship:
 - Pre-evangelization: includes ministries we are developing and growing – pre-evangelization involves building relationships, sense of belonging, inviting people, prayer, and witnessing
 - Evangelization / Conversion: includes proclamation of the kerygma, encountering Christ and developing a personal relationship with Him
 - Discipleship: involves maturing through faith formation (religious education and youth ministry), includes catechesis, Sacraments, equipping and renewing disciples
 - Apostleship: involves serving, going out, evangelizing, and working for social justice
- 6) **Ten Values Analysis-**Members were asked to rate their assessment of ten core values of our parish. According to Divine Renovation, studies have shown that healthy and growing churches have a set of common values that are vastly different from churches that are not prospering.
- 7) **Five Systems of Church Life** – Allison reviewed the 5 systems of church life:
 - Worship
 - Evangelization
 - Discipleship
 - Fellowship / Community
 - Ministry
- 8) **SWOT Analysis of Fellowship / Community-** A SWOT analysis consists of performing a review of current Strengths, Weaknesses, Opportunities, and Threats of a parish system. Members defined what fellowship/community means and completed a SWOT analysis of this system.

9) **PPC Meeting Format and Meeting Schedule:** We have decided to meet approximately every 2 months but for 3 hour blocks of time to be able to accomplish large blocks of work.

The following schedule was developed:

- Monday November 28, 6-9PM
- Monday January 9, 6-9PM
- Monday March 13, 6-9 PM
- Monday May 8, 6-9 PM

10) **Closing Prayers:** all members

11) **Action Plan: Immediate tasks before next meeting:**

Item	Member(s) responsible
Pray for Immaculate Conception Parish, for the Parish Mission, for ALPHA, and for the work of PPC	All members
Attend Parish Mission	All members
Attend ALPHA	All members
Complete reading Divine Renovation	All members
Compile results of values assessment and SWOT analysis	Ludwig
Prepare agenda for next meeting	Fr. Ray, Ludwig, Allison
Prepare meeting minutes	Sandy H
Send approved minutes for website posting	Sandy H
Request meeting space per schedule	Sandy H

12) **Next Meeting:** Monday November 28, 6-9PM, chapel and double room at the Parish Center