**St. John the Evangelist Catholic Church**

**Transfiguration of Our Lord Mission**

**Parish Pastoral Council**

**Council Members**

Fr. Thomas Picchioni 937-638-0578 Deacon Mike Keller- 859-485-1488 Jeff Fremin- 502-525-6882 (6/19)

Mary Ellis Coombs 502-682-0749 (6/21) Kathy Bieger-502-525-1780 (6/19) Jim O’Neill-859-948-9770 (6/19)

Jeanne Shepherd 502-662-2661 (6/19) Alan Harsin -502-649-3707 (6/20) Brian Frye-502-419-1768 (6/20)

Eloy Fuentes 859-652-4382 (6/20) Kristen Beck -502-51-3572-(6/21)

**September 10, 2018**

**Call to Order:**  Jeff

Opening Prayer-Fr. Thomas

Review / Approval of Minutes-Approved Deacon Mike and seconded Alan Harsin

**Present:** Jeff Fremin, Alan Harsin, Father Thomas, Jeanne Shepherd, Kathy Bieger, Mary Ellis Coombs, Jim O’Neill, Brian Frye, Jeanie Shepherd, Deacon Mike Keller

**General Concerns**

Father asked if there are any concerns that need to be shared. Jeff expressed that it is hard for people to hear Father when he is delivering his sermon. Deacon Mike suggested that the homilies be shared on the district website so people can re-read the homilies. Father said that the wireless mic could be the issue. Alan commented that it could be the mixer setting. Father said we should check with the company that manufactures the microphone. We can get a representative to come out to evaluate. The company was American Sound in Covington.

**Ministry Review**

Father said there doesn’t need to be major description of the duties. Father feels that the next step is to designate the amount of time needed for each job. Alan stated that we need to communicate when more people do the task the less time needed from each person. Father shared examples on how the descriptions should read. The committee description should include the head of the committee. Jim said that in the book Rebuilt it states the importance of knowing who is in charge. The book expresses that everyone has a ministry. Father agreed that we will have to have someone step up in each areas.

1. Will combine Music/Choir/Cantor
2. Split Decorations from Altar Society
3. Will keep Greeters and Ushers together with a description of each role
4. Change Activities to Social Activities
5. Fund Raising needs to be added to the list
6. Visiting Sick and Homebound –we need to build up volunteers

See corrected list below:

* + 1. Music/ Choir/Cantors
		2. Sacristan
		3. Altar Society/Linens
		4. Nave &Vestibule Decorations Crew
		5. Lectors
		6. Eucharistic Ministers
		7. Greeters and Ushers
		8. Altar Servers
		9. CCD
		10. Youth Group
		11. Vacation Bible School
		12. Activities
		13. St. Vincent DePaul
		14. Visit the Sick and Homebound
		15. Bereavement
		16. Adult Faith Formation
		17. Parish gift shop
		18. Parish Communications
		19. Kitchen Crew
		20. Maintenance Group
		21. Grounds keeping
		22. Sextant
		23. RCIA
		24. Welcoming Committee
		25. Evangelization Ministry

Every committee mentioned above are necessary to running the church. At next the meeting, we will decide how to proceed. We need to make the ministries appear to be manageable.

 Father will develop the list and set it up a survey for people to respond.

**Parish Directory**

Right now it scheduled for end of October. There is a four day span October 24-27. Father will speak to the women’s group for help with administration.

**Parish Activity Center**

Board of Health came in to view the kitchen. We need a grease trap for the sink and a second handwashing sink. This will allow us to sell food for fundraisers. It will cost a couple thousand dollars. Hawkins Plumbing could give us an estimate. Jeff Fremin will call Dennis Hawkins.

**Next Meeting:**  **Monday, October 1 after 6:30 pm mass**

**Closing prayer**-Father Thomas

**Contact E-mail**

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