

**Parish Pastoral Council Meeting
December 16, 2015**

Present: Fr. Ray, Eileen Bowes (staff-ex officio), Jane Brihan (staff- ex-officio), Peg Bush, Allison Cyganowski, Bruce Denner, Rosemarie Dykeman (finance council- ex-officio) , 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: none

1) Opening Prayer – Father Ray

2) Statement of Goals: Father Ray shared his hope that by February-March 2016 we will have developed a working model for the council, and that by the end of the fiscal year in June 2016, the model will be working relatively smoothly. He also expressed the hope that by working together, visitors and parishioners of Immaculate Conception Parish will see not only a beautiful environment, but more importantly beauty within the parish. He shared the goal that people will be “wowed by the Holy Ground” they encounter at Immaculate Conception. He exhorted the council to work toward perfection and avoid mediocrity though perfection can never be accomplished during our earthly life. He expressed the expectation that council members are to be authentic reflections of Christ whose purpose is to treat everyone who comes to the parish as a treasured guest and child of God.

3) Parish Pastoral Council Development: Ludwig shared a power point presentation that he had prepared in collaboration with Father Ray regarding pastoral planning and parish pastoral councils. The following topics from the power point were reviewed:

- Statement of the American Bishops on the role of the parish
- The “what” of pastoral planning
- Using the Indianapolis and Our Lady of Good Counsel (Detroit) parish guides for carrying out mission and ministry in developing our own constitution
- Core principles of the guides
- Roles of the pastor, pastoral staff, and consultative bodies including the parish pastoral council
- Putting together a governance model and pastoral plan for the council

4) Development of an ICC Parish Pastoral Council (PPC) Constitution: Ludwig facilitated discussions regarding the following parts of an ICC constitution:

- Officers: There will be 3 PPC officers: Chairperson, Vice-Chairperson, and Secretary
- Areas of Ministry: There will be 5 standing commissions for which PPC members will provide support and collaboration: Worship; Education and Formation; Christian Service; Stewardship; and Evangelization. Sandy offered to draft a grid for categorizing all current ICC ministries according to these commission categories.
- Meetings: We agreed to hold monthly meetings of 1 ½ -2 hours on the 3rd Wednesday of the month with the exception of July and December unless there is a need for an additional urgent meeting. The PPC year will follow a fiscal year model, ending with a wrap-up meeting in May followed by a transition meeting/ social gathering in June.

Meetings will be open to all interested parishioners and minutes will be posted on the ICC website after they have been approved by the members.

5) Continued PPC Constitution Development: Ludwig offered to draft the portions agreed upon tonight for review. He will also provide copies of the Indianapolis and Detroit materials for other constitution sections and asked members to review them in advance of the next meeting.

6) Action Plan: Immediate tasks before next meeting:

Item	Member responsible
Draft constitution sections developed tonight	Ludwig
Send members Indianapolis and Detroit constitution formats for review	Ludwig
Review constitution formats	All members
Categorize ICC ministries into 5 commissions	Sandy H
Prepare agenda for next meeting	Father Ray, Ludwig, & others TBD
Prepare meeting minutes	Sandy H
Notify members of next meeting	Sandy H

7) Next Meetings for FY 2015-2016 (tentative):

- Wednesday January 20th , 7PM*
- Wednesday February 17th , 7PM*
- Wednesday March 16th , 7PM*
- Wednesday April 20th , 7PM*
- Wednesday May 18th , 7PM*
- Wednesday June 15th , 7PM*

8) Closing Prayer: All members