

St. Luke Pastoral Council
Minutes of the meeting on May 15, 2006

Members/Staff present: - Fr. Jack, Dcn. Paul Lucia, Al Huber, John Sanchez, George Arackaparambil, Kevin Lucia, JoAnn Kozloski, Sandra Patron and Ngoc Anh Northrup.

Absent: Gail Castro, Peg Culver

Parishioner present: Paul Patron

- Following handouts were distributed by Al
 - o Minutes of the last meeting on April 17, 2006
 - o Agenda for current meeting
 - o Updates from Gail and Peg
 - o Letter from Paul Patron regarding his photos for the 4th of July Festival.
- Meeting began with Opening Prayer by Sandra.
- Minutes for April were approved with corrections on the Holy Land collections.

- Updates on various committees were provided as below:
 - o **Finance (update from Gail)**
 - Annual Appeal reached 67%, \$43,373 in pledges.
 - Sunday collections near target of \$6200.
 - From handout:
 - The McGuigans are interested in helping with the Labor of Love.
 - The Development Director of the Archdiocese will speak at every Mass about Stewardship and we will have a flyer on it.

 - o **Buildings & Grounds (update from Al)**
 - Regarding the handicap bathroom, there are no complaints or urgency but waiting on plumber to call.
 - Not much to report from Al although Anthony did some stuff.
 - Toilet in men's bathroom was leaking water again but was fixed after a lot of work. Charged only 2 hours of labor and parts.
 - Couples of lights are bad and Al will work on them.
 - Fr. Jack's floor lamp is going on/off.
 - The chairs to Fr. Jack's office are in the way such that a stroller cannot be pushed through.
 - The lights near the worship space have bugs and cobwebs and need to be cleaned.

 - o **Catholic Formation (update from Kevin)**
 - Good attendance of late. Continuing with the Easter theme until Pentecost. "One Word" topic is being postponed to summer so they are continuing with videos for now. September may be when they start Bible study.
 - One person, Eric, found details on website.
 - No meeting for the next two Tuesdays since the Lucias are out of town.

 - o **Liturgy (update by Dcn. Paul)**
 - Confirmation and First Communion went well.
 - 15-20 attended the Stations of the Resurrection. They had an ad in the SF Archdiocese paper.
 - Bird flu consideration at Deanery meeting. Bird flu can only be transmitted from bird to bird or bird to person, not from person to person. At this time there are no modifications to handshaking, communion, cup sipping, etc.

- **Parish Life (update from JoAnn)**
 - Confirmation and First Communion services were lovely. Communion service at 5 PM was not full but the 10:30 AM was overflowing. We may need overflow chairs for next year's services. We had 40 first communicants and 20 confirmations.
 - JoAnn commented that the 7-Last Words this year seemed out of sync with the rest of the Good Friday services.

- **Public Affairs (update from Peg)**
 - From handout:
 - It is too late to get a booth at the Art & Wine Festival.
 - We can get a booth for the 4th of July Festival.
 - 4th of July Festival
 - Paul Patron presented the photos he is willing to donate for the booth. We can sell the 12x18 for \$60 and 8x10 for \$35.
 - Do we need to pre-print the photos or take orders and mail them?
 - Need volunteers to man the booth from 10 AM to 5 PM.
 - Need canopy for booth.
 - Do we need to charge for sales tax? Can we accept credit cards?
 - Have a special bulletin to distribute to the public regarding the church and activities. We could order from the same bulletin company. Have a list of activities for 05/06.
 - Posters on parish activities.
 - Need to establish a committee with a chair person. Sandra volunteers to work with Peggy.
 - Sandra will reserve booth from Mary True.
 - Initial committee meeting at 11:30AM after the 10:30 AM Mass this Sunday at St Luke.
 - George to send out points above for meeting.

- **Social Justice (update from John)**
 - Carolyn Colburn went to the Immigration meeting. Update is pending.

- **Update on Old Business**

- Parish Directory is all set. The reviews were completed and sent off to the company. We hope to have the directories mailed out or distributed before the next council meeting. To be decided on how to control the copies going to the right people. Putting labels on each copy?
- Went over the action item list prepared by Ngoc Anh.
- Bags for putting the collection money are too small for pouring the money in.
- List from agenda
 - Parish Directory – See notes above.
 - Handicap bathroom – waiting on plumber.
 - Roof Leak – in progress.
 - Parking lot lights- waiting for more to burn out so they can be fixed together.
 - Holy oil cabinet – Liturgy committee action item.
 - Bulletin board outside back door may need replacing – Al and Paul to look into it.
 - Library books – Peg absent so no update. Requires a place and a person to manage it.
 - Labor of Love – See insert from Gail.
 - Ventilation – Dcn Mar have been out for a while. It is not an urgent item as there have not been too many hot days but summer is coming. Paul suggested adding a couple of windows or modifying the opening angle.
 - Audio system – new cabling – in progress
 - Booth at FC wine and cheese day – keep item for next year.
 - Parish calendar to website – Gary agreed it can be done. Al has emailed Sue on the details to work it out with Gary. Problem is that electronic calendar is only a month out. The only long term calendar is the book.

- **Update on New Business**

- 4th of July booth and photos of Foster City.
- JoAnn emailed info on In/Out Burger to Al. Question is to whether to have this as a fundraiser or a social event.
- JoAnn also emailed IHOP but did not receive a reply.
- We still need one member to fill in the open Council position.

- **Update on Donut Duty List**

- Donut duty signup sheet was circulated and filled for June.

- **Assignments for next time** -

- Next meeting on June 19, 2006, at 7 PM.
- JoAnn will lead opening/closing prayers at next meeting.

- Meeting was concluded with a closing prayer by Sandra at 9:00 PM.

(Minutes prepared by: Ngoc Anh Northrup)