

## FINAL

### St. Clare Pastoral Council Meeting Minutes for Wednesday, June 3, 2026

6:30-8:00 pm, Fireside Room

Absent: Paddy

OPENING PRAYER - Fr. Don

#### 1. PASTOR'S REPORT- Fr. Don

- The heritage Potluck was a huge success.
- Santo Graziano, Parish Business Manager, is resigning and is relocating to Bend. The parish is beginning to receive applications for this open position.
- Compliments to Maria. She is working out great!
- Admin Council approved the hiring of a part-time Faith Formation admin. employee.
- The assessment to the Archdiocese will increase to 12% for the upcoming fiscal year.
- Attendance at 2026 Lent services increased by 20 people over 2025.
- Fr. Don expects a decision soon from the Archdiocese re: his retirement.

#### 2. PASTORAL ASSOCIATE'S REPORT – Kim

- Kim has met with the Faith Formation team to discuss plans for the upcoming year.
- There will be many new events for adults in the coming year to match the needs and interests of our wide variety of parishioners.
- LeAnn shared that some parishioners prefer music without singing during Communion.
- Adult Faith Formation:
  - David shared that he has received requests for a book group that focuses on books that are more theological. At the first meeting, David would offer book options with information about each option. The group would decide which book to read. The Saturday women's group is doing a similar thing.
  - Matt explained that his former men's group met in the evening (8:30pm) which worked well for men with young children.

#### 3. COMMITTEE REPORTS

- Education (Maria):
  - The preschool had a successful Art Fair and raised funds for STEM education and tuition assistance.
  - A successful evacuation drill to the water tower was held on June 2.
  - The school's accreditation process is continuing to progress.
  - The Bottle Drop was a successful fundraiser. St. Clare was the winner in the competition with Holy Family.
  - The 8<sup>th</sup> grade trip to Washington DC was a success.
  - The last Dine Out Night is June 9 at the McMenamins in Hillsdale.
  - The last day of school is June 12.

- Outreach (Paul) –
  - SVdP – (from Mary Bunday) Treasury is going strong. Activity in April: 11 families (42 people served), 9 food requests, 1 PGE bill and 1 rent bill were covered. The Jackson Resource Fair was a great success. The St. Clare table was popular! We delivered 20 dozen eggs, 30 packages of cheese, 28 boxes of cereal, lots of peanut butter and jam and other items. Four deliveries went to the Blanchet House, Salvation Army, and SW Portland Outreach. The annual dinner is Saturday, May 30. Let Mary know if you would like to attend.
  - André Bessett – For the first time in about two decades, John Kowalczyk was unable to attend the May 15 dinner service due to a recent surgery. John is doing well now. Due to a low turnout of volunteers, St. Andre sent a notice for volunteers. Sixty-six guests were served. In total, 108 plates of food were served to staff, volunteers, and guests.
  - Prison Ministry – Six people attended in May, in spite of one former attendee getting paroled. Our new volunteer, parish member Susan (Essie) Marcus, is now fully certified. Essie participated in the May visit with Paul and Judy Sherbo.
- Community Life (LeAnn) –
  - Leann reiterated that the Heritage Potluck was a great success.
  - Kim shared that a group of dads from the school will be taking over the parish picnic.
- Liturgy (Kim) –
  - There was a recent training for new Eucharistic Ministers. More coming in September.
  - The Ministry Fair will take place in September.
  - Choirs will return on the Feast of St. Clare (August 11).
- Finance (Jim) –
  - Jim asked Fr. Don about a new liaison to the Admin. Council due to his (Jim's) upcoming end-of-term with the Pastoral Council.
- Survey Committee (Matt) –
  - Matt is making progress on the survey with a draft upcoming. It will be close to completion in July. In September, the survey will begin with school families.
- Bulletin Articles (Paul) –
  - Paul will resume his bulletin articles focusing on specific parishioners. Joan Codd will be the next featured parishioner. Debbi will reach out to Joan to explain that Paul will be contacting her.

#### 4. OLD BUSINESS:

- Dolly will continue to research options for an online directory and software.

## 5. NEW BUSINESS:

- **St. Clare Car Show** – Coming on August 23! Six cars are registered. There will be refreshments and music. David has sent postcards to neighbors in the St. Clare area. A St. Clare Church Visitors Guide will be available for those who are unfamiliar with our parish. We are reaching out to our parishioners, neighbors, and beyond!!
- **Pastoral Council Members at End of Term** – Paddy, Paul, Jim, Maria, Dolly. Thank you for your service.
- **New Member Election** – In order to prevent too many members from rolling off at the same time, the decision was made to elect five new members – four with 3-year terms and one with a 1-year term with the option to repeat. After some discussion, the council members voted. The new members are Allison Beam, Matt Cato, Giselle Rincon, Christine Roth, and Marilyn Scott. Welcome to all.
- **New Pastoral Council Chair** – Matt will be the chair of the council for the upcoming year, and David will assist as needed. Thank you, Matt and David.
- **Discussion of Archbishop Sample's Recent Letter** (see parish bulletin of 5.24.26) – The council discussed the archbishop's letter and his invitation for everyone to participate in some recommended spiritual initiatives. Fr. Don is asking all of us to stay focused on Mission Renewal. A few items Fr. Don is planning to implement initially include the following: provide various prayer cards to our community, slightly modify the second verse of the Prayer for Mission Renewal and pray it at the end of the Prayers of the Faithful along with a portion of the Prayer of St. Michael.
- **Adoration** – Discussion of making Adoration more available to our parishioners.
- **Parish Theme** – The parish needs a new theme for the year. Topics suggested are renewal and evangelization. Matt will send a Google form to Council members for suggestions.

## 6. ACTION ITEMS:

- Section 3: Committee Reports (Finance) – **Fr. Don** will appoint a new liaison from Pastoral Council to Admin. Council to replace Jim.
- Section 3: Committee Reports (Bulletin Articles) – **Paul** will continue with bulletin articles focusing on parishioners. Joan Codd is next up. **Debbi** will contact Joan to explain.
- Section 4: Old Business – **Dolly** will continue to research options for an online directory and software.
- Section 5: New Business (Parish Theme) – **Matt** will send a Google form to PC members for suggestions.
- Section 5: New Business (PC New Member Election) – **Paul** will notify those who were elected to the council and confirm their acceptance. Afterwards, Paul will contact those who were not elected, but he will make sure those who were elected accept before notifying those who were not.

Closing Prayer – Fr. Don; NEXT MEETING – Wednesday, July 8, 6:30pm