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Saint Clare Parish  
Parish Pastoral Council  
November 12, 2024 Meeting  
6:30-8pm

## MINUTES

**Present:** Cecilia Altamirano, Cyndi Banaag, Ryan Bao, Msgr. Fran Cilia, Cathleen Lencioni, Nick Nichols, Christina Nolan, Elyse Raby, Mary Reiland, Lucy Silva, Scot Stennis, Kay Tierney, Fr. Victor Trinidad.

**Opening Prayer** at 6:30pm

### **New Business**

- Review of incoming feedback forms.
  - Silicon Valley United for the Common Good membership was discussed.
  - Music suggestions will be passed on to the Liturgical Music Director.

### **Fr. John Dear Talk – Next Steps**

- Work with Monsignor to provide other resources for folks to tap into.
- Remind folks talk is available on our website.

### **St. Clare Ministry Renewal Weekend**

- There will be a planning meeting for all parish leaders, Saturday, November 16, 2024 in the lower level of the Church.
  - Chair of the planning sub-committee presented the “Description of Parish Ministries” document, which contains a description of each Ministry, based on the December 25, 2022, bulletin.
  - Ministries will be asked to update and develop playbooks for each ministry/ organization.
  - Planning committee asked for anyone with a design background to assist in the creation of brochures.



PARISH COMMUNITY

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**St. Clare Parish Pastoral Council Mission and Vision:**

- Reflection: One year in review
- Mission and Vision Planning: Nick Nichols led the Council on a step-by-step guide and overview of the process. The Council reviewed the definitions of Mission / Vision and looked at other organizations' statements. The council will need to reflect on whether there is a need to create both.
- The council will discern about our duties, and our “why?” This will be an ongoing process over the next meetings.
- Bylaws will need to be written; term limits and onboarding process to be streamlined.

**Next meeting:** Meetings have been changed to **December 9, 2024** and **January 7, 2025** at 6:30pm.

Meeting adjourned at 8:00pm