



IMMACULATE CONCEPTION PARISH

Leading People to Jesus Through Worship, Community, Service and Devotion to Mary

Immaculate Conception Parish Pastoral Council Meeting September 9, 2026, in Marian Hall

Attendees: Council President Julie Clemens, Fr. Seth Keller, Rev. Mr. Christopher Campbell, Principal Colleen Kent, Council VP Matt Hummer, Janet Wilks, Paula Mong, Jack Griffin, Jaclyn Curtis, Robert Bevilacqua.

Opening

- Julie Clemens called the meeting to order at 7:40pm. Fr. Keller led the opening prayer.

Announcements – Council President Julie Clemens

- **Parish Directory:** The directory has been sent to the publisher. An early proof will be sent to the Tom Berryhill at the Parish by October.
- **Commissions and Council Meeting Schedule:** A schedule was provided and it was noted that there are variations from our standard meeting night to accommodate the Pastor and Parish schedules.
- **Parish Pastoral Council Membership:** A Member & Term Assignment form was distributed. Council traditionally has included 9 members, 3 from each commission group. This allows for an odd number during voting. There are currently 2 vacancies to be filled. One nomination received from Nick Fetko as noted in New Business. We will still need to fill one vacancy, preferably from the Faith Formation and Spiritual Life Commission Group.
- **2026-27 Parish Vice-President:** Matt Hummer has agreed to serve as Council Vice President.
- **Minutes Process:** Council was reminded that that all council members are to review the meeting minutes and any following updated minutes prior to full distribution. Please follow the deadlines as noted in emails from the secretary.
- **Commission Agenda Distribution:** Communication for invitations and agenda information should only be sent to Commission leaders and not to all attendees at the Commission meetings. Julie to verify the distribution list and provide information to the secretary.
- **Commission Meeting Format:** It was requested that due to the 1-hour time limit for these meetings, the front-end discussion should be limited to allow commissions to have longer break-out sessions.

New Business

- **Nomination for Parish Pastoral Council:** We have received a nomination for Frank Copeland from the Social Concerns Group. There was no objection to this nomination as Frank is very involved at the Parish and was previously on the Council.
 - **Council Vote:** *Unanimous approval of the nomination for Frank Copeland as a new Parish Pastoral Council member. He will begin his term in October.*
- **Parish Council 2026-2027 Project Calendar:** A list was circulated to allow Council members to sign up for involvement in the planning and implementation of the projects. Colleen Kent indicated that the “Boxes of Joy” project will begin in October and not in December.
- **Current Projects September 2026:**
 - The Council Web Page on the IC Website needs to be updated.
 - Engage @ IC: The annual project to get families involved in our commissions is being promoted.
 - The Council discussed the definition of a ministry. Fr. Keller indicated that a ministry must meet criteria of an organization that promotes the mission of the Parish.

- Pamphlets have been updated and will be made available for placement at the welcome desk.
- A banner stand will be placed in the gathering space and may be relocated to Marian Hall during hospitality Sundays.
- Sign-up sheets and online registration will be available. Ministry leaders will be notified of new member interest via email, and a Council member will be copied on the email to be included in the communication with the new member.
- Tom Berryhill can promote this on Flocknotes, but face-to-face interactions and mentorship may provide the best results.
- **Next Up Projects**
 - Giving Tuesday: This year it will again be managed by Dan Costello. Some improvements will be made. The goal is to begin the nomination process in mid-October.
 - Last year's voting distribution list was too large. This year's list must be better defined. To be eligible to vote, you must be a Parish Council member or an active Commission leader that has attended the monthly Commission meetings.
 - Nominated recipient organizations are to be reviewed by the Pastor and Parish Pastoral Council prior to voting.
 - All votes are to be secret and anonymous and not visible to other voters. This is to eliminate influence of other voters.
 - Triduum Planning:
 - The planning is ongoing. Proposed changes were discussed in the Commissions meeting to increase attendance.
 - Boxes of Joy:
 - This year 500 boxes have been ordered, representing an increase from 400 last year. There will again be a shipping charge for each box to be filled by the parishioner.
 - Colleen will confirm with Veronica from the Parish Office that she will be available to help coordinate the Parish contributions.

Pastor's Topics

- **New Pastor Communication:**
 - Fr. Keller Did not have additional comments.

Council Check-In: 2026-2027 Aspirations

- **Cross-Connect Commissions:** Better coordination and communication is needed to allow Commissions to share resources and have concurrent events.
- **Engage Booth:** Plan for a Parish Council and Commissions booth at next year's festival to promote membership and volunteering.
- **Church Tours:** Engage someone to provide guided tours of the church sanctuary by discussing Parish history and by focusing on the stained-glass panels. This must be done so that the Sanctuary space is respected and to not allow alcohol in the sanctuary.

Commissions Meeting Notes

- **Speaker:**
 - Michele Sapp from the Springs of Love Ministry at IC spoke about a project they would like to do to provide gifts and other items for foster children during the Christmas season. Michele was encouraged to speak with Commission Leaders of other IC ministries to further vet the idea before submitting a project proposal to the Parish and Community Life Commission.
 - The group talked about the importance of coordinating collections in order to avoid giving fatigue.

- If other groups also wanted to support the Clintonville Resource Center (CRC) IC could consider doing Boxes of Joy as an overseas mission and CRC as a local charity.
 - Dan from Social Concerns talked about helping with the tree.
- **Faith Formation and Spiritual Life:**
 - Triduum, including tree lighting and boutique is being planned. The speaker may be moved earlier to allow for more attendance.
 - Rosary at the Grotto continues Sundays at 8pm.
- **Social Concerns:**
 - Upcoming events include Nov 15-16 Thrift-store truck at IC, September 19 Walk for Food at DeSales High School. BREAD discussed issue of livable wages.
- **Parish and Community Life:**
 - Garden Ministry meetings are held on the 2nd Saturday of the month at the grotto. Families are welcome. Service hours are required for school families. Fall clean-up is Nov. 7th.

Closing and Next Meeting

Julie closed the meeting at 8:45pm. The next Parish Council meeting will be on October 14, 2026.

Meeting notes submitted by Robert Bevilacqua, Parish Council Secretary.