

Minutes of the Meeting of the SPSJOA Parish Leadership Team

October 6, 2026

In attendance: Fr. David Schalk, Brian Gianangeli, Jason Risser, Cristian Avalos, Deacon Fidel Pitones, Pam Subler, Sue Bazzoli, Elena Mora, Rick Guzak, Jen Vance, Colleen Spallino, Mark Selmek.

Immediate Action Items:

1. Email Elena all the updates for the Ministry contacts and any other information that will help with updating the list.
2. Request the appeal for a countdown of the people who signed up for stewardship.
3. Contact Angelita Salyers and/or Olivia Garcia to find out who monitors and redirects emails regarding Ministries received at info@spsjoa.org
4. PLT members need to contact their respective Ministry Leads regarding the following matters as soon as possible:
 - a. Ask them if there is any Ministry volunteer that is willing to lead Donuts Sunday on November 1st at Saint Joan.
 - b. Ask Erica Boll if there is any document with the Dona Sunday procedures to pass on to volunteers.
 - c. Regarding the new building at SJOA, ask them to provide their needs for rooms and storage they have. Remind them that they are invited to a meeting on October 14th from 5:30 PM to 8:00 PM at the SJOA Holy Family Library.
 - d. Ask them to review the Parish website. If their specific Ministry is missing or has incorrect information, they should provide a brief two-sentence description of what their Ministry does so we can update the website.

1. Meeting Minutes:

- a. We began with an icebreaker activity of sharing in what ways we create a space for Mary in our lives.

2. Old Business:

- a. Ministry Assignments - Updates
 - i. We will continue to work on the Ministry List. Elena has been updating it with the information that has been sent to her. Once the list is accurate to the best of our knowledge, she will send it to Jason and Fr. Schalk for review. Afterward, they will contact Rosallin Wylie, Director of Communications, to address any missing information for the website.
 - ii. Youth Ministry is divided into two groups,
 1. MS Youth Ministry - Mia Glaser
 2. HS Youth Ministry - Grace Morris

- iii. The Young Adult Ministry (18-35) has two separate groups. Father Joseph Rolwing will provide the Ministry Head for each one.
 - 1. Fulls spirituality for adults
 - 2. Social and information items.
 - b. Stewardship of Time and Talent Campaign
 - i. Regarding the new forms, we observed a slight decrease in participation than last year. To address this, we need to focus on our main goal, getting parishioners to participate, the following items might have influenced the outcome,
 - 1. The form required a lot of information and some people may have felt overwhelmed filling it out.
 - 2. Some Parishioners may have signed up directly during the Ministry Fair.
 - 3. We need to allocate more time and increase promotion in the future.
 - 4. We need to explain to parishioners how participating directly benefits them and the community
 - 5. We should remind them that part of the reason we do this is also for Education formation, and make people reflect that they are giving their time and their talent.

3. New Business

- a. Calendaring
 - i. Leadership summit - Date 2027
 - 1. It will likely take place at the beginning of the Ministry assignments on September 15 and the idea is that all the Ministry Heads come together and talk about all the aims for this year;
 - a. How to support each other as Ministry Heads
 - b. Relation with PLT
 - c. Relation with the Four Pillars of the Parish
 - d. They can see the calendar for the whole year
 - ii. Ministry Fair - Date 2027
 - 1. It will likely be on September 12, 2027
 - iii. Ministry programs - Kickoff date for 2027
 - 1. It will likely be the Sunday after Labor day, September 19, 2027
 - 2. Adult Faith formation and Youth Ministry could start the week of the 12 th
 - 3. Stewardship of time and talent will likely be launched on the 12th
 - 4. Family Cathequesist will be on September 19
 - 5. The turn in of the forms will be on September 26

b. New feedback loop (Homilist, Cantors, etc)

We want people to have a very positive Sunday experience and connection with God. The Sunday experience is the 3 Hs, Hospitality, Hymns and Homily, and they all need to be good.

One way to continue to be better is to ask people feedback about the Homily, the Priest and also the cantors that are leading us. Our cantors are totally open to receive feedback as well

There are already tools out there for Homily reviews, so we just need to figure out how to proceed, regarding the frequency, the questions to ask, who should fill them out.

A few ideas on how we could gather this feedback include:

- Handing out a paper survey as people leave Mass
- Sending out random email to parishioners
- Having a designated group of people give feedback over a set period
- Sending the feedback directly to our Ministry Leaders
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c. Parish communication discussion -

d. New Building at St Joan of Arc (feedback)

There is a new building coming. There will be an invite only meeting with the Architects to determine the rooms needed for the school, as well as the rooms and storage for the Ministries which by looking at the Parish calendar we have an idea of what we need.

e. Multicultural Festival - it will take place on Saturday October 10 at 5:00pm at SP. Please bring your family and share the information with your Ministry Leaders.

4. PLT Feedback & Comments

- a. Regarding Donut Sunday: It is currently listed as a Ministry under Judy Grimes, but it is also included under Parish Life under Pam Subler. Since Stacie Burigana is the Head of the Ministry and takes care of SP, Donut Sunday should be removed from Judy Grimes's ministry list.
- b. Caballeros de Colon KOC (Spanish) SP - Mark and Christian will discuss furthermore regarding meeting times.

5. Closing Prayer

The meeting concluded with a short prayer

6. Next Meeting

The next meeting is scheduled for Tuesday, November 3, at 7:00 at St. Peter.

Upcoming Meetings: Jan 5, Feb 2, March 2, April 6, May 4, June 1