

Elizabeth Ministry
Meeting Notes
January 9, 2006

Attendees: Rachael Casavant, Kris Bartel, Michelle Minardi, Linda Bader, Maria Pour

1. Welcome and Introductions
 - a. Opening prayer – Elizabeth Ministry Prayer
2. Updates
 - a. Epiphany Party (*notes on what went well and thoughts to improve celebration are on a separate page*)
 - b. Membership (Rachael)
 - i. we have a new member, welcome to Julie Beattie! We look forward to her joining our group
 - ii. we need to revamp the New Member Packets to include new info.
 - iii. Rachael has Microsoft Publisher....will work with Valerie to get files
 - c. Education Coordinator (Linda)
 - i. Would like to get laminated bookmarks – Eliz Min prayer on one side, Ministry info on other – will be nice as gifts as we minister and “advertise” ourselves
 - d. Blessing Bouquet (Kris)
 - i. Pray for Sarah and Patrick, baby due in spring
 - ii. Discussion was how to keep track of all the prayers on a personal basis.....we have the prayer list sent out after every meeting. Another person has a notebook dedicated to her prayer intentions.
 - e. Library – still have books in the STM school library that need to move to the Fr. Wack. The new Elizabeth Ministry Library (housed in the Fr. Wack) looks very nice!
 - f. Fund Raising
 - i. Bengal Blanket Raffle – we made \$185 on the raffle to start our account!!!
 - ii. Parishioner donation – generous donation by a parishioner
 - iii. Cookbook
 1. We requested recipes from parishioners, PSR, school families, MOMS and CHRP
 2. Update on input, number of recipes outstanding
 - a. We have 138 recipes input to date, probably another 100+ outstanding
 - b. The deadline was extended one last time at the Epiphany Celebration, PTO and upcoming bulletin announcement
 3. Limit on number of recipes/contributor – agreed that 10 recipes per contributor is the maximum in order to have a nice sampling from MANY contributors. Will try to work

with those generous contributors to try and “rename” the contributor

4. Notes – have decided to add “Notes” to each recipe. Some contributors have given option to use different ingredient, suggestions, and personal notes. We decided this is a nice add. Some of us have tried to include them in the recipe instructions....Morris Publishing will probably kick that info out, or the recipe out (per their booklet)
5. Proofing – will send a separate email on how to proof. Michelle offered to do a “grocery store run” if we need specific sizes of different items in the recipes (ie. size of soup can – 10.5 or 15 oz??) We will first ask the “contributor”, then last resort go to store
6. Cover selection – will send a separate email to select cover – can look online at Morris Publishing for the different selections and email Maria your “vote”. Remember to consider that we’re naming the cookbook the STM FAMILY Favorites Cookbook. We probably want to keep it “family” oriented. Some proceeds are also going the school kids for the library.
7. Cover letters, notes, etc – we have 4 pages to use as we wish. Thoughts are to include info on the Elizabeth Ministry, why we did the cookbook, history of the parish, last time cookbook was created at STM, acknowledge founders of ministry, prayer (i.e. prayer for unborn baby, Eliz Min prayer, meal prayer).
8. Selling Advertising space
 - a. Michelle offered to make calls to advertise. Maria will give her the info. EVERYONE is encouraged to try and sell advertising space. More information will be provided when ready
 - b. Kris will ask sister – real estate agent
 - c. Rachael may call the real estate agents who were calling her to list her house after they put a “for sale by owner” sign in their yard
 - d. May try and put note in bulletin
 - e. Need to know specifics of book before we sell. We think we we’ll have well over 250 and may sell the book between \$12 and \$15. Would like to sell lower than higher.
9. Discussed having a “Recipe Input and Proofing” day on Sat. Jan 21st IF we can have access to the school computer lab. Please don’t let this slow anyone down in entering recipes. We have LOTS to do!!!
10. Launching the Cookbook – thought it might be nice to have a “potluck” after masses and invite parishioners to come

and sample some of the different recipes in the cookbook. We would also invite some of the contributors to bring their “dish”, and provide “sample” sizes of the “dishes”. Will discuss more....We would consider a Sat evening potluck/appetizer (with wine) and Sun morning brunch w/coffee, tea and OJ

11. Cookbook Raffle – Maria can get the Contributor names off of Typensave
12. Cookbook Orders – please email Maria a list of all cookbook orders that you are aware of quantities

3. Future Events

a. Memorial/Healing Service

i. Discuss Date

1. Linda will work with Becky on securing a date. May try to have it during Lent, possibly a short service after a 4:30 mass, returning to the cafeteria for parish sponsored wine and cheese and cookies (needs to be discussed more and approved). Michelle might be able to get the wine wholesale. We may consider paying the mass intention fee to “secure” the date and “intention”.

b. Host Coffee and donuts Feb. 5th after 10am mass – allow people to return baby bottles

- i. Becky has offered to place announcement in bulletin. We’ll be responsible for getting drinks (Rachael) and donuts (Maria) setup and cleanup. Everyone in attendance at meeting offered to help. If anyone else is available, let Maria know. Lots of bottles were taken!!!!

4. Other items

a. Update blue pamphlet

- i. Linda put together an awesome draft of a new and improved pamphlet. She will email revisions to everyone for further/final input.

b. Phone tree

- i. Michelle offered to help make calls letting people know of meetings and events

c. Mailing minutes and prayer list

- i. Kris offered to “snail mail” information (i.e. agenda, prayer list, etc) to members not on email

- ii. Rachael will email everyone with updated member list

d. Set regular meeting date to allow us to advertise in bulletin. Next meeting Thursday, Thursday, Feb 2.

e. Kathy Bryll wanted to let us know St. Veronica is having a Blessing for Expectant Mothers next Sun after the 11:30 mass, reception following. Kathy’s father is very sick. Please pray for him.

5. Open Discussion- had enough!

6. Prayer Requests – see separate sheet

7. Closing Prayer