

# Elizabeth Ministry

## Meeting Agenda

July 14, 2005

- 1) Welcome and Introductions
  - a) Opening prayer – we prayed the Elizabeth Ministry Prayer – Valerie handed out prayer sheets
  - b) Introductions – Rachael, Linda, Kris, Valerie, Maria. Pat stopped by on way to Sewing Ministry
  - c) Turn in/Complete new sign up sheets – paperwork complete for all members present
  - d) New meeting “tools” – to help us keep on track, squishy balls on hand to roll or throw at members who take meeting offline.....*meant to be fun (though to really use when needed)!!!*
- 2) Updates
  - a) Pat stopped by from the Sewing Ministry. The Sewing Ministry donated a blanket for baby Emma. Maria to give [to Lisa to give to the baby from the Sewing Ministry and the Elizabeth Ministry](#). Jean Schmidt (running to replace Portman) talked with Pat at the festival. She was impressed with the Sewing Ministry’s efforts. To date they have made 20 blankets for the Baby Shower to benefit The Caring Place. [Shower will be help Aug 28 at 1pm. All EM members encouraged to attend to show support – wear your nametags for visibility.](#) Shower sponsored by Social Justice. Pat also indicated that people at festival offered to buy the blankets. May be an opportunity for EM to make money. Note – craft tables rent for \$25.
  - b) Director Update – Valerie indicated the guidebook for the Parish Directory will be updated soon. [She will be in touch with member holding a “role” to see how they would like to be listed in the booklet. If you don’t want your name or number in the booklet, let Valerie know.](#)
  - c) Membership update –
    - i) Rachael indicated we have 16 members, 2 others signed up at Ministry Fair changed their minds.
    - ii) She is working on 2 spreadsheets – one of members names and addresses for distribution to group. The 2<sup>nd</sup> spreadsheet will indicate areas of expertise to best assign ministers as best possible.
    - iii) [New member packets will be mailed out shortly.](#) She is modifying the cover letter. She’s had computer problems, should be worked out.
  - d) Minister’s update –
    - i) Lisa indicated baby Emma had her heart transplant. She has a call into the mom, waiting for a call back.
    - ii) [Kristy and Bill’s baby’s baptism is this Sunday at 1:15. All encouraged to attend. Linda will put together gift from EM, may be blue balloons to let off after baptism, a candle to light, a rose for the altar.](#)
  - e) Blessing Bouquet (Kris)

- i) New Blessing Bouquet prayer – Mike and Nicole due Nov 5
- ii) Kristy and Cliff had baby!
- iii) Kris is working on new sign for Blessing Bouquet (BB)– providing instructions, including website, eventually including Online Prayer Web Address. May want to update BB cards at some point with same.
- iv) Valerie talked with Debbie Feist with Rosary Prayer Circle (and an EM member ☺). She will include our prayer requests with during the [Rosary Service](#). [Maria will include her in the Prayer Request Distribution List](#). If anyone would like to join their prayer service, please do!
- f) Education Coordinator (Linda)
  - i) Discussed format of Orientation Program. [Linda will set 2 dates – Aug and Sept. for new members on a Tues and Wed](#). Would like longer-term members to attend too.
  - ii) We viewed the video – 15-20 minutes. Nice overview of how the Ministry came to being.
  - iii) Orientation Program Format
    - (1) Introductions – how we came to ministry
    - (2) View Video
    - (3) Review Packet
    - (4) Complete “Short” Enrollment Form (volunteer abilities). Send longer form home (history) to complete and turn in to Rachael at a later date.
    - (5) Overview of Accomplishments
    - (6) Discuss Upcoming Events, where we are going, goals
    - (7) Socialize

The idea is we would do less talking (as far as intros go) and allow new members to talk. Rachael was impressed with the Report sent to EM Headquarters that Valerie completed, highlighting our accomplishments.

[Valerie will have this report placed out on the STTM website.](#)

[Linda will be heading the Orientation Program and sending out invites soon.](#)

- g) Lending Library Update (Nicole)
  - i) We have books in the Fr Wack Library. Maria asked Darline Foltz if we could have open house once the library is completed. Waiting to hear.....
- h) Prayers On-line (Maria)
  - i) This has been approved. Maria to follow back up with Mike to continue discussions. We did some word-smithing. We need to build in a process to delete message if they would like and maybe allow the user to review the message before posting.
- i) Fund Raising (Maria)
  - i) We submitted our request to raise funds. We are encouraged, though waiting for final word. Timing is everything...the festival takes priority. Maria will follow up next week.
- 3) New Business
  - a) Discuss orientation program for new members ([see above](#))
    - i) View video
    - ii) Open discussion

- b) Training program & best practices for ministers (hold discussion later date)
  - i) Some thoughts on the program – set best practices for ministers (how often they call, how often they update group, etc). Considering series of workshops, or video presentation on ministry and or family related topics. One video Valerie came across was “At A Loss for Words” – could be our first video. We? will bounce ideas off of Becky, may be opportunity to include other groups or open it up to all parishioners.
- c) Open Discussion
- 4) Upcoming Events
  - a) Discuss date(s) for New Member Orientation – Linda to set
  - b) Infant Loss Blessing/Memorial In October – Valerie to work on date with Becky, Deacon Jerry and maybe Diane McMullen
  - c) Next Meeting - Wednesday, August 31<sup>st</sup>. WE will discuss Infant Loss Blessing/Memorial Service.
- 5) Prayer Requests – see separate sheet
- 6) Closing Prayer