

Sodality Executive Board Meeting Minutes
October 19, 2016

I. Opening

A. Prefect Karen S. led the board in the opening prayer, the Memorare.

B. Karen made a motion that the minutes of the September 2016 board meeting be approved. Co-president Liz S. seconded the motion, and the minutes were approved without objection.

II. Old Business

A. October General Meeting – Liz expressed thanks to all who helped with the October General Meeting. The meeting was well attended and went extremely well. All were pleased that the Junior Sodalists were able to attend and assist. Ledo's provided excellent food and the business was very easy to deal with. The sign-up response for various upcoming Sodality projects was very positive.

B. Sodality Union Matters – Liz attended the October Sodality Union meeting at St. Gabriel's parish, which was a recommitment meeting. The new moderator of Sodality Union, Father Pawel Sass, spoke at the meeting and is a very dynamic speaker.

1. The list of names of those Sodalists who passed away after November 2015 must be emailed to the Sodality Union by October 24 so that they may be remembered in the liturgy and meeting proceedings of the November Sodality Union meeting. We also need to update our Book of Deceased Sodalists with these additional names, but we will not be taking the book to the November Sodality Union meeting. Karen is working with Ellen L. to get the names of deceased Associates and with Gail Q. of the Christ Child Unit to obtain the names of all recently deceased members of that unit. Liz will check with Treasurer Lee M. to ascertain what Mass cards were obtained and sent to the families of deceased Sodalists during the past year.

2. The Sodality Union is once again preparing a Christmas Spiritual Bouquet for Pope Francis. Each Sodality has been asked to contribute to this effort by promising prayers and good works performed for the intentions of the Pope. Since the total of these spiritual offerings must be emailed to the Sodality Union by November 21, unit chairs must be ready to report their units' totals to the executive board at the next board meeting on November 19. Secretary Helen B. will email the Spiritual Bouquet form to the unit chairs this week so that the chairs may disseminate it to their unit members.

3. Each year the Sodality Union conducts a raffle to support their scholarship fund for Junior Sodalists. In the past, St. Jane's Sodality has made a financial contribution to the raffle fund in lieu of asking members to sell raffle tickets. Liz made a motion that we continue that practice this year. Karen seconded the motion, and it was passed without objection. Liz will ask Lee to confirm with the Sodality Union to whom in the Sodality Union this donation should be sent.

4. The Sodality Union is offering a retreat opportunity this Lent at the Washington Retreat House over the weekend of March 10-12, 2017. Interested persons may attend for the entire weekend or just for the day on Saturday. Liz will forward the flyer on the retreat to Helen so that she may email it to the unit chairs for dissemination to their members.

5. The November Sodality Union meeting is scheduled for November 5 at St. Martin of Tours parish in Washington, DC. The John Neumann Unit is scheduled to cover the meeting, and Lee is set to attend. The Rosary will begin at 8:30 a.m., Mass is at 9:00 a.m., and the business meeting will follow.

6. The Sodality Union is preparing a Book of the Living, which will be a list of all living members of the various Sodalities in the Archdiocese. We are to provide our member list (names only) at the December Sodality Union meeting. To assist with this project, Liz asked all unit chairs to let her know as soon as possible about any changes in unit membership (new members or women who have left Sodality for any reason).

C. Collecting copies of food/beverage certifications – Liz reminded the board that we are collecting copies of certifications Sodality members have obtained authorizing involvement in food/beverage service at Sodality functions. Members who have taken the required training and obtained such certifications are asked to provide copies of them to the board. Liz noted she has learned that, contrary to what she had previously been told, the certifications obtained after the alcohol awareness training held two years ago at the Academy of the Holy Cross are still valid. We would therefore include copies of certifications from that training in our records.

D. Time and Talent Fair update – Patty B. reported by email on Sodality's results at the Time and Talent Fair. Seven women expressed interest in learning more about Sodality and possibly joining. Patty followed up with all of them. Two women definitely decided to join – Susana C. will join the Associates and Jackie V. will join the Christ Child Unit. One woman decided to defer her decision about joining until next year. Patty is continuing her dialogue with the remaining four women. In addition Lori H-R, who has volunteered to be one of the two new adult moderators of the Junior Sodality, plans to join Sodality.

III. New Business

A. November 6 Sodality Investiture Ceremony and Communion Breakfast – Karen reported on the plans for the investiture and communion breakfast.

1. Karen will obtain the materials from last year's investiture from former Prefect and Christ Child member Poupee N. through Gail Q. so that packets of materials for new members may be assembled. Karen needs to receive the names of all new Sodalists who wish to be invested by October 30, 2016. Unit chairs are asked to canvass their members to determine whether any recent members still need to be invested. Karen will coordinate the details of the investiture ceremony with Director of Music and Liturgy Russell W. since it occurs during the 10:00 a.m. Mass. The new Sodality members will sit together during Mass.

2. Father Giese has approved the caterer Karen has chosen for the breakfast. In order to encourage attendance, she hopes to set up a table in the gathering space after all Masses during the weekend of October 29-30 to take reservations. She is awaiting Father Giese's approval for that. Liz will arrange to have an announcement about the breakfast added to the electronic message board in the gathering space. We will also publicize the event outside the parish. Emma K-T will bring an announcement to Our Lady of Lourdes parish so that it can be included in their bulletin. Karen will provide a diagram of the layout for the breakfast to Deacon Mays so that Caulfield Hall will be ready. Additional volunteers are needed to help with set-up and clean-up.

B. Upcoming events - The Fashion Show committee will have its first meeting on October 26 in the Seton Center. The Giving Tree label-making party will take place in November. Plans for the December General Meeting will be discussed at the November board meeting.

IV. Reports

A. Prefect – Karen announced that Joan and George W. have donated a lovely new statue of Mary to replace the statue that has become damaged. She moved that the board accept this donation. Helen B. seconded the motion, and it passed without objection. Karen thanked the Ws on behalf of the Sodality for their generosity. She will make a label for the base of the statue to identify the donors. Karen will contact Margaret T., who donated the old statue years ago, to inquire whether she would like to have it back. Joan W. suggested that the board obtain a Mass card for Margaret to thank her for providing the statue

B. Treasurer – Lee M. was unable to attend the board meeting. She reported by email that she has received dues for the Christ Child Unit for 10 members and the John Neumann Unit for eight members and expects to receive more in the coming weeks. We spent \$120 on the October General Meeting. The current balance in the treasury is \$28,861.32. Lee noted that there may be more women who are due reimbursements for expenses incurred for the October General Meeting, and she will process those as she receives them. If any Sodalists need copies of the tax exempt certificate in order to make purchases for Sodality, they should contact her

C. Units

1. Christ Child – Five members met for their September meeting. The group will meet again on October 26 at Gail Q.'s house. They will not collect dues from their housebound members. The unit will meet less often this year, probably every two months rather than monthly. They will continue to pray for the intentions of the parishioners. The unit's donation for the Fashion Show raffle this year will again be tickets to a performance of the Baltimore Symphony at Strathmore and tea for four at Strathmore Hall. They have recruited a new member, Jackie V.

2. John Neumann – The unit has not met since the last board meeting and had nothing to report.

3. Regina Coeli – The unit sponsored a recitation of the Rosary in the church on October 12 at 7:00 p.m. They plan to sponsor another recitation of the Rosary on November 9 at 7:00 p.m. They will support Karen with the execution of the communion breakfast and plan to host a dinner at the Catholic Student Center at the University of Maryland on February 1.

4. St. Monica – The unit met last week. Diane H. and Debby R. will head their committee to sponsor the parish blood drive, and they are reserving Caulfield Hall for that event in April. The unit plans to have rotating representatives attend the executive board meetings. During the year, they intend to sponsor a home Mass and a potluck dinner and will collect donations of various items for charity.

5. St. Gianna – Eight members of the unit met in September. The group has three confirmed members who wish to be invested on November 6, and one additional member may also take part in the investiture. Three new babies have been born to unit members this month.

6. St. Elizabeth Seton – The unit will meet later this month, so they have nothing to report since the last board meeting. They congratulate their member Emma K-T who has been elected as co-president of Sodality.

7. Associates – The letter to the Associates group requesting their dues and soliciting donations for the Associates' annual gift to the parish (which this year is to be earmarked to help purchase a second electronic message board for the gathering space) will go out this week

8. Junior Sodality – No report.

VI. Closing prayer

We closed the meeting with a Hail Mary led by Prefect Karen S.