

Sodality Executive Board Meeting Minutes  
November 16, 2016

I. Opening

A. Prefect Karen S. led the board in an opening prayer.

B. Ellen L. moved that the minutes of the October 2016 executive board meeting be approved. The motion was seconded by treasurer Lee M. and the minutes were approved.

II. Old Business

A. Communion Breakfast - It was agreed that the breakfast was a wonderful event with great attendance. The number of attendees was up compared to the attendance of the last couple of years. On behalf of the board, the co-presidents thanked prefect Karen S. and her committee for all their work on the breakfast. Treasurer Lee M. reported that she is up to date with receiving requests for reimbursement. Karen and Gail Q. have submitted their receipts, and the bill from Relish, the caterer suggested by Sodalist Kathy K., has also been submitted to Lee for payment. General feedback from the event indicated that the guests thought the food was wonderful (there were a few people who thought early presentations of the chicken were not sufficiently cooked, but that problem was corrected promptly by the catering staff). It was noted that some attendees apparently were disappointed that dessert was not served at the breakfast. That is an option that can be considered in the future. Karen had decided not to include dessert out of concern for cost. Co-president Liz S. will check with Molly H. in the parish office to determine whether Relish is on retainer. If it is, Relish would be an option for the Anniversary Brunch in the spring.

B. Sodality Union – Lee M. and Helen B. of the John Neumann Unit attended the November 2016 Sodality Union meeting to represent the General Sodality. Lee gave a report on the meeting, which was held at St. Martin of Tours Church in Washington, DC. She delivered our Sodality's annual dues to the Sodality Union and confirmed with the Union treasurer that we will make a contribution to the Union in lieu of selling raffle tickets for the Union's scholarship raffle. The Union also is soliciting donations to support the taping of Masses at the National Shrine for the Mass for Shut-ins program (such donations from member Sodalities typically range between \$50 and \$250). Co-president Liz moved that our Sodality donate \$200 to the Union scholarship raffle (the equivalent of selling 400 tickets). Gina C. seconded the motion, and it was passed. Liz also moved that the Sodality donate \$150 for the Mass for Shut-ins program; Gail Q. seconded that motion, and it also was passed.

Lee reported on a number of additional announcements that were made at the Sodality Union meeting: the Union is looking for a leader for its Junior Sodality. The Union's traveling statue of Our Lady of Fatima is available for monthly loan to member Sodalities. Commitments are still needed from member Sodalities to host Union meetings this year. The Union's annual Lenten Retreat Weekend will be held on March 10-12, 2017 at the Washington Retreat House (a flyer with the details has been made available to member Sodalities). The Union is preparing a Christmas Spiritual Bouquet for Pope Francis. Commitments of prayerful acts and good works from individual Sodalities are due by November 21, 2016. In response to this last item, the board tabulated the contributions toward the spiritual bouquet that have been reported by the chairs of our various units:

Christ Child – 30 Rosaries

John Neumann – 48 Masses, 40 receptions of Holy Communion, 154 Rosaries, four visits to the Blessed Sacrament, four recitations of Divine Mercy prayers, 105 short prayers, 51 Corporal Works of Mercy

Regina Coeli – Five Rosaries, 32 Our Fathers/short prayers, two Masses, legal pro bono work as a Corporal Work of Mercy

St. Gianna – 100 Rosaries, 50 Masses

St. Elizabeth Ann Seton – 75 Rosaries, 25 Masses

The St. Monica Unit and the Associates indicated that their unit chairs would provide their spiritual bouquet numbers after the meeting. The Junior Sodality was not represented at the board meeting and did not make a report for the Spiritual Bouquet.

Liz noted that the unit chairs should canvass their members to see if they are interested in participating in the Union's Lenten Retreat opportunity in March. She will forward the retreat flyer to the unit chairs for distribution to interested members. Unit chairs will need to get the information out quickly, since the deadline for registration is March 1. We will have retreat flyers available at the December General Meeting, and we can also add it to the Sodality website. The board decided to add the retreat to our Sodality calendar and expressed willingness to subsidize a limited number of members' attendance if the cost is prohibitive (as the board used to do for the January retreat at the Dominican Retreat Center, which is now closed).

The December Sodality Union meeting will be held on December 3, 2016 at St. Francis de Sales Church in Washington, DC. Members from the St. Gianna Unit will attend on behalf of Sodality. The Rosary will be prayed at 8:45 a.m. and Mass will follow at 9:00 a.m.

C. Food/alcohol service certifications – We are still collecting copies of the food/alcohol service certifications that Sodalists have obtained to qualify to serve food and alcohol at parish functions. These are needed to ensure that food/alcohol service at Sodality functions is compliant.

### III. New Business

A. Giving Tree Report – Liz read a reminder from Denise S. about the Giving Tree label-making meeting that is tomorrow night in Caulfield Hall. In order to keep gifts secure, we will emphasize that if parishioners need to return their gifts at some time other than before or after Sunday Mass, they should deliver them to the parish office.

B. Fashion Show Committee report – Liz read a status report from Kathy K., Co-chair of the Fashion Show Committee.

C. December General Meeting – The meeting will be held on December 7, starting with Mass at 7:00 p.m. The John Neumann Unit reported that it has all the responsibilities for the Mass assigned. The Christmas craft portion of the meeting is being organized by Karen A. of the Regina Coeli Unit. She will let us know if Sodalists need to bring crafting items to the meeting. Refreshments and paper goods for the meeting will be provided by the St. Elizabeth Ann Seton and St. Monica units. The units will coordinate with each other.

D. The executive board discussed and decided upon the gift cards to be presented as Christmas gifts to the parish clergy and staff. The board members will sign Christmas cards to accompany the gifts at the December meeting. Liz will follow up with Lee after the meeting to coordinate obtaining the gift cards.

E. Upcoming Events – As noted above, the December Sodality Union meeting on December 3 will be covered by the St. Gianna Unit. The 10:00 a.m. Sodality Sunday Mass on December 4 will be staffed by the Regina Coeli Unit. There will not be a Sodality Sunday Mass on January 1 because it is the holyday of the Solemnity of Mary.

#### IV. Reports

A. Prefect – Karen reported that on behalf of Sodality, she asked our Communion Breakfast speaker Lt. Gen. Nadja West to specify a charity to which we could make a donation in honor of her speaking at the breakfast. General West asked that such a donation be directed to the parish Monsignor Christopher Scholarship Fund. Liz moved that the board follow its standing precedent and make a donation to the Monsignor Christopher Fund in recognition of Lt. Gen. West. Gail Q. seconded the motion, and it was passed. Karen also reported that Sodalist Margaret T., whose family annually donates makeup items as favors for the Fashion Show, had recently delivered to her a box of Estee Lauder lipsticks so that they might be donated to an appropriate charity. Karen asked if the units could suggest charities that might be able to use the lipsticks. One suggestion to be explored is possible donation to a prison ministry. Finally, Karen asked the board members for suggestions regarding a theme and possible speaker for the annual Sodality Morning of Recollection in March.

B. Treasurer – Lee reported that the current balance in the Sodality treasury is \$31,588.38. The expenses for the Communion Breakfast, which are in the process of being paid, totaled \$4,743.00; they included \$4,347.50 for catering, \$140.00 for floral centerpieces, and \$255.50 for miscellaneous supplies and printing. We received payments of \$3,390.00 in checks and cash for 113 Communion Breakfast reservations. Eleven reservations were paid through Faith Direct, but we have not yet received those proceeds; two of those reservations should be refunded because they were tests made to try out the Faith Direct system since credit card processing was unavailable for this event. The \$576.54 in expenses incurred by Liz S. for the lasagna dinner at the October General Meeting have been reimbursed, and we have paid our 2016-17 Sodality Union dues of \$60.00. We paid \$30.00 for a perpetual enrollment for Margaret T. at the National Shrine to thank her for lending Sodality the statue of the Blessed Mother that has now been retired. No expenses relating to the Fashion Show have yet been submitted for payment, but Lee will follow up with Kathy K. on those. Lee is still waiting to receive dues from several units, since she has only received dues from the Christ Child Unit (\$65.00) and the John Neumann Unit (\$55.00).

#### C. Units

1. Christ Child – The unit met on October 26 and has gained two new members, Jackie V. and Ginny B. Jackie was invested in Sodality at the recent investiture Mass. The group has decided to sponsor the same raffle prize at the Fashion Show as it did last year – tea for four at the Mansion at Strathmore and two tickets to a performance of the Baltimore Symphony Orchestra. The unit will also prepare the floral centerpieces for the Fashion Show. The members continue to pray for the parish and other special intentions and some have expressed interest in attending the Sodality Union's Lenten Retreat. They will meet again after the February executive board meeting.

2. John Neumann – The unit met on November 15. The charitable project for that meeting involved collecting financial donations to assist the parish St. Martin's Cloak Guild. The members assigned all the roles for the December General Meeting Mass. They also

discussed what raffle prizes they would sponsor for the Fashion Show. Several options were considered, and further exploration of a new item is underway. The unit members will be kept apprised of that exploration by email, and final decisions on the raffle prize will be made before the next unit meeting on February 7. The unit also voted to increase the size of its ad in the Fashion Show program to a half-page size.

3. Regina Coeli – The unit sponsored recitation of the Rosary by interested parishioners in the church on Wednesday, November 9. It will resume regular group recitation of the Rosary in January, possibly on the second Wednesday of the month. The unit will participate in the Giving Tree by helping with label-making and by serving as drivers, shoppers, and wrappers. On December 3, the unit will host a Christmas tea at Maplewood Park Place from noon to 3:00 p.m. for all female de Chantal parishioners residing there (many Sodalists from the original Regina Coeli unit live at Maplewood). Members of the unit will also lead the Christmas craft-making session at the General Sodality Meeting on December 7 and will be in charge of the 10:00 a.m. Sodality Sunday Mass on December 4. The unit will hold its annual Christmas party on December 9 at Kathy K.'s home.

4. St. Monica – The unit met in September. It is providing refreshments for the December General Meeting. The group plans a potluck gathering in January where it will collect charitable donations and will sponsor the parish Red Cross blood drive in April. Co-president Liz suggested that a member of the St. Monica Unit join the Fashion Show committee to facilitate communication concerning that event, and Kerry M. indicated that she would join the committee.

5. St. Gianna Unit – Four members of the unit participated in the recent investiture ceremony. One additional new member has joined the unit. The members are planning to have a Christmas party, and they have decided to again provide a Kate Spade purse as the unit's raffle prize at the Fashion Show.

6. St. Elizabeth Ann Seton – One new member of the unit was inducted at the investiture ceremony. The group will meet this coming Sunday and will discuss their book selection, *War on Jihadism*.

7. Associates – One new member has joined the Associates. A number of members have submitted their dues, and seven made additional donations of more than \$50. Ellen L. will arrange to have Masses said for the intentions of these women.

8. Junior Sodality – No report was submitted.

## V. Closing

The meeting ended with a closing prayer.