

Sodality Executive Board Meeting Minutes
March 15, 2017

I. Opening

A. Co-president Emma K.-T. led the board in the *Memorare*.

B. Gail Q. moved that the minutes of the February 2017 executive board meeting be approved. Lee M. seconded the motion, and the minutes were approved without objection.

II. Old Business

A. Cakes to celebrate Father Giese's military retirement – The official military ceremony marking Father Giese's retirement from military service is slated for this coming Saturday, March 18, at the District of Columbia National Guard Armory. Since the monthly parish donut socials will be held after the Sunday Masses on the following day, the Parish Life Committee plans honor Father Giese at the socials following the 10:00 a.m. and noon Masses. Sodality has agreed to provide the cakes for these events (the Sodality executive board voted at the February board meeting to provide financial assistance to the Parish Life Committee for this occasion). Discussion was held concerning what types of cakes to order and from which vendors. (Note: Following the March board meeting, it was determined that due to conflicting obligations, Farther Giese was unable to attend the donut socials on March 19. Accordingly, the parish observance of his retirement has been postponed.)

B. Update on Sodality Directory – Co-president Liz S. reported that the next stage of our directory development will involve our electronic dissemination of the upcoming edition of the *Chantacleer*. She is working with the electronic spreadsheet of member information and is about to review it to remove the information for those members who have indicated that they do not wish to receive the *Chantacleer* by email. She will send a final check of the spreadsheet to the unit chairs when we are ready to run a merged list. Patty B., who previously worked on the directory project, will assist Liz in this effort.

C. Fashion Show – It was agreed that the Fashion Show was a great success, and the board extended its thanks to Kathy K. and Cathy J. for their leadership in chairing the event and to their committee for all their hard work. The committee will have a final wrap-up meeting in the near future. We are still waiting to receive the final bill from Columbia Country Club as well as final information on credit card sales. However, currently available numbers indicate that raffle ticket sales totaled \$4,228 and that advertising revenue amounted to approximately \$5,725. We are hopeful that the profit from the show will be approximately \$11,000.

D. Morning of Recollection – Prefect Karen S. was unable to attend the executive board meeting but sent a written report on the status of this event. She has started receiving reservations from parishioners and has asked Father Giese to have the priests announce the event after all Masses this coming weekend and to include the announcement in the messages on the electronic message board in the gathering space. The breakfast buffet for the Morning of Recollection will be obtained from *Le Pain Quotidien*. Volunteers will be needed to assist with picking up the food order as well as with setting up and replenishing the buffet. Karen requested that Sodality provide a gift to Father Burney to thank him for serving as our speaker for the event, as has been done in the past. Liz S. made a motion to that effect, Helen B. seconded the motion, and it was approved without objection. The board extended its thanks to Karen for securing Father Burney as our speaker and for making all the arrangements for this event.

E. Upcoming Unit Responsibilities – The Christ Child Unit will attend the monthly Sodality Union Meeting on April 1 at St. Thomas More Church. The St. Gianna Unit will distribute medals and prayer cards and serve as gift bearers for the monthly Sodality Mass on April 2.

III. New Business

A. Anniversary Mass and Brunch update – The St. Elizabeth Ann Seton Unit is chairing this event, which is scheduled for April 30. An announcement of the event is included in the parish bulletin throughout the month of March, and so far one reservation has been received. A walk-through with the caterer is being scheduled, and menus and name tags are being prepared. The unit is lining up volunteers to help with various aspects of the event and will work with Russell W. to put together the liturgy for the Mass. The unit is also preparing a manual outlining the various tasks involved in planning the Anniversary Mass and Brunch.

B. Junior Sodality Essay Contest – Emma K.-T. is leading the essay contest committee. She will consult by email with the committee members (Celestine K., Gail Q., Mary B., and Maureen W.) to select a question for the essay (which must be selected by April 1). She will also check with Junior Sodality advisor Amy K. to find out the date on which the girls will write their essays and how Amy will provide the essays to the committee (in the recent past, they have been scanned and emailed to the committee, who will need two to three days to review and rank the entries). The entire process needs to be completed by April 25. The winner will read her essay at the May 3 General Sodality Meeting.

C. Succession Planning – The terms of Sodality Co-president Liz S. and Secretary Helen B. will expire in June. In addition, the leaders of the Giving Tree - and possibly the Anniversary Brunch - are ready after several years to hand over the primary responsibilities for their events to others. Women who are willing to serve the two-year terms of Sodality co-president and secretary are asked to contact Liz or Emma. We hope to have a slate of officer candidates to offer for voting at the April executive board meeting so they can be announced at the May General Meeting. Units are asked to consider whether they are in a position to work with the current chairs of the Giving Tree to supervise that event in December 2017 in preparation for taking it over thereafter. Units interested in taking over the Anniversary Brunch may contact St. Elizabeth Ann Seton Unit chair Amanda R. Units should also be planning between now and May to transition their leadership roles for next year if they are due to change.

D. Blood Drive – The drive will take place on April 2. The St. Monica Unit is coordinating the event, which is being chaired by Diane H. Unit members are asked to promote this very important community project. Information regarding how to sign up for appointments to donate blood will be added to the Sodality web page tonight, and the St. Monica Unit may also provide opportunities at church after Masses this weekend to sign up for donation appointments.

E. May General Meeting – Liz asked executive board members for suggestions regarding agenda items/entertainment for the May General Meeting. In addition to the reading of the Junior Sodality Essay Contest winner's scholarship-winning essay, we will also install new members of the executive board at the meeting. Liz suggested that she could contact Christian Bling to see if that vendor wishes to attend the meeting and present items for sale.

F. Plant Sale – Colleen H., who is chairing the Plant Sale, provided a written update on the planning for this event. Colleen has ordered the plants, reserved the parish credit card

machine, and submitted to the parish office an ad about the sale for the parish bulletin. Kim F. is working on publicizing the sale through other media. Colleen will coordinate with Lee M. to arrange for preparation of the check to cover the plant purchase (the final quote has not yet been provided by the nursery). She still needs to confirm volunteers to help with the plant pick up on Thursday, May 4 and to assist with sales throughout the weekend of May 5-7. Pricing the plants for sale also remains to be completed. In addition, Colleen is working on getting tents to use during the weekend to provide cover and will email our request for tables and chairs for the sale to the facilities manager of St. Jane's. She will attend the April executive board meeting to provide further updates and asks that we all pray for good weather and many volunteers and customers.

IV. Reports

A. Prefect – Karen's report is contained in the Morning of Recollection discussion (see above).

B. Treasurer – Lee M. reported that the current balance in the Sodality treasury is \$36,960.89. This amount does not account for the final bill we must pay to Columbia Country Club for the Fashion Show or the amounts received from Fashion Show credit card reservations. Amounts received to date for the Fashion Show total \$18,738, including \$8,365 in reservations; \$4,228 in raffle ticket sales; \$5,725 in advertising revenue; and \$420 in patron donations. Fashion Show expenses paid to date amount to \$5,796.05, including the \$4,619.00 deposit paid to Columbia Country Club; a \$60 refund to an attendee for overpayment; a \$319 reimbursement to Gail Q. for flowers for table arrangements; a \$372.70 reimbursement to Cathy J. for postage and printing expenses; a \$400 reimbursement to Kathy K. for program printing and the gratuity paid to Columbia Country Club staff; and a \$25.35 reimbursement to Anne F. for miscellaneous supplies for the Fashion Show. Lee will make arrangements for the gift to Father Burney to thank him for serving as the speaker for the Morning of Recollection (see above).

C. Units

1. Christ Child – Five members of the unit met at the Seton Center after the last executive board meeting. They discussed the unit's Fashion Show raffle basket and made plans to prepare the floral table arrangements for the Fashion Show. The group also is making plans to visit their home-bound unit members. They will meet one more time before the end of the Sodality year in May.

2. John Neumann – The unit has not met since the February executive board meeting and so had nothing new to report.

3. Regina Coeli – The unit has not met since the February executive board meeting. Its members led the evening Rosary open to all parishioners on Wednesday, March 8, and will do so again in April.

4. St. Monica – Twelve members of the unit met last Sunday for dinner and an evening reflection offered by Father McKay. They are coordinating the parish blood drive (see above) and will meet again in May. The unit has refined its leadership structure. Susie S. is in charge of unit communications, and Kerry M. runs unit events. The group is also considering alternative ways of handling the responsibility of attending executive board meetings.

5. St. Gianna – The unit had a very good showing at the Fashion Show, with several members attending for the first time. They were very pleased to have Emma K.-T. of the unit serve as a model. The group hopes to meet again before Easter.

6. St. Elizabeth Ann Seton – The unit is finalizing the plans for the Anniversary Brunch (see above). It will meet again in two weeks. The unit expects to invite author George W. to speak to the parish in September and has been working on plans for that event.

7. Associates – The group had nothing new to report.

8. Junior Sodality – At their most recent meeting, the girls heard a speaker from the organization Bethesda Cares, who talked about the group's mission to help the homeless and explained how the girls could help. The Junior Sodalists were actively engaged in the discussion. They also collected mini toiletries and fresh fruit for the clients of Bethesda Cares and made sandwiches for the organization's Saturday lunch program. In addition, the Junior Sodality played a major role in the Fashion Show, with two members who served as models and two others who acted as helpers for the committee.

V. Closing Prayer

We closed the meeting by praying the *Hail Mary*.