

Sodality Executive Board Meeting Minutes  
October 21, 2015

I. Opening

A. Co-President Ellen L. opened the meeting at 7:00 p.m. with a prayer.

B. Maureen W. moved that the minutes of the September 2015 board meeting be approved, Joan W. seconded the motion, and the minutes were approved.

II. Old Business

A. October General Meeting - Co-Presidents Ellen and Liz S. noted that the October 7 General Meeting and lasagna dinner was a great success. Attendance was good and many women signed up to volunteer their assistance with the Communion Breakfast, Fashion Show, and Plant Sale. Ellen and Liz extended their thanks to all those who helped with the General Meeting.

B. Parish Halloween Party - Liz reported on preparations for the parish Halloween Party planned for October 24. Sodality has been asked to handle decorating for the party and cleanup afterwards. Liz indicated that ticket sales for the party have been disappointing because it is scheduled on a busy weekend, and it is unclear that the costs of the event will be covered by incoming revenue. She noted that the catering contract for the event stipulates food for a minimum of 200 people, but fewer than 100 tickets had been sold as of the date of the executive board meeting. The parish party planning committee had hoped to sell approximately 350 tickets; the current hope is that sales of tickets at the door on the night of the party will bring in additional revenue, as they have for previous parish functions. Liz proposed that Sodality donate \$500 to the parish to help defray the expense of the party. As the proposal was discussed, she and Ellen reported that at present, no other parish organization has stepped forward to help cover the costs of the party. Ultimately, it was decided that Ellen would take up the issue with the Parish Council. Ellen noted, however, that Liz has already incurred significant expenses in purchasing decorations for the party out of her own pocket, and that the parish party committee may not be able to reimburse these expenses because of the low ticket sales. Gail Q. moved that Sodality reimburse Liz for these expenditures if the parish party committee is unable to do so, and Helen B. seconded the motion, which passed unanimously.

C. November Sodality Union meeting - Preparations for our participation in the upcoming November Sodality Union meeting were discussed. Ellen reported that our updated list of deceased Sodalists is nearing completion and that she will send the list to the Sodality Union so that the names of our recent decedents may be included in the ceremonies of that meeting. It therefore will not be necessary for our representatives to take our Book of Deceased Sodalists to the meeting. Joan confirmed that the John Neumann Unit will represent our Sodality at the meeting and that she and Lee M. will attend the Mass and meeting at Holy Family Church in Hillcrest Heights, MD on November 7.

### III. New Business

A. Chantacleer - We discussed the upcoming issue of the Chantacleer. The St. Monica Unit will provide an article for the fall edition. Ellen and Liz have drafted their articles.

B. Upcoming Events - We reviewed upcoming Sodality events and unit responsibilities in connection with them. Unit chairs have been requested to promote participation in the November 19 label-making meeting for the Giving Tree project. Ellen and Liz have asked Maureen G. and Kathy K. to attend the November executive board meeting to provide an update on plans for the Fashion Show. In that regard, Maureen and Kathy have also been asked to check with Polly, the representative of ETC, the vendor for the Fashion Show, to inquire whether Polly would like to attend the December General Meeting to offer accessories for sale. At present, Polly has not indicated whether she will be able to do so. We reviewed the unit responsibilities for the December General Meeting - the John Neumann Unit will cover assignments for the Mass, the St. Monica Unit will provide refreshments for the meeting, and the Regina Coeli Unit will lead the Christmas craft-making session.

### IV. Reports

A. Prefect - Poupee N. was absent due to illness, and Ellen reported on her behalf.

Poupee needs the names of those women and girls who will participate in the November 1 investiture ceremony by October 25. Membership Chair Patty B. has indicated that several women have expressed interest, and Ellen, Gail, and Celestine K. each know of additional women who will participate. Among these is Amanda R., who has agreed to serve as co-chair of the St. Elizabeth Ann Seton Unit. Joan pointed out that in the past, one needed to be a registered member of the parish in order to be invested in Sodality. It appears that this requirement has not been generally known of late, and it has not been followed. Since it is too late this year to impose the requirement, it will not affect the November investiture. However, going forward, we will resume that practice. Ellen will confer with Patty so that prospective new members may be informed of the registration requirement, and Liz will follow up on this point with Kelley L. in connection with the Junior Sodalists.

Unit chairs were asked to encourage their members to attend the Communion Breakfast that will follow the November 1 Sodality Mass and investiture ceremony. Reservations for the breakfast are to be made with Poupee. The church bulletin announcement has Poupee's contact information. The online reservation opportunity closes October 28. Volunteers assisting with the breakfast preparations are as follows: Susie N. and Helen will check in attendees and receive payments, Gail and members of the Christ Child Unit will arrange the table flowers, Amanda will assist with the setup in Caulfield Hall, and Ellen and Helen will supervise cleanup. Ellen will help Poupee in preparing the welcome packets for new Sodalists.

Expenses for last year's Communion Breakfast were reviewed and compared to this year's estimates. Discussion was had concerning costs, and it was noted that the breakfast

traditionally has not been a fundraising event for Sodality but a charitable project for the parish. It was agreed that going forward, it will be treated as a charitable project in terms of expenses.

B. Treasurer - Anne F. reported that the check for the 2015 Junior Sodality scholarship was sent today to the high school attended by the winner of the essay contest. The checks for our \$60 Sodality Union dues and \$200 donation to the Sodality Union's tuition raffle are ready and will be sent off promptly. So far, the only unit that has paid its membership dues for the 2015-2016 Sodality year is the John Neumann Unit, which has forwarded to Anne dues for 10 members. We currently have about \$23,000 in the treasury after payment of the 2015 Junior Sodality scholarship, the 2015 tithe of \$2,800 to the parish, and various expenses incurred so far this Sodality year. Thanks to a very profitable Fashion Show (which received a substantial donation) and Plant Sale, we started the 2015-2016 year with about \$5,000 more than last year. The Associates' gift to the parish has not yet been transmitted as we are still in the process of soliciting the donations for it. Gail asked whether any further decision had been made regarding the proposal at the May executive board meeting that Sodality contribute \$1,000 to the parish St. Martin's Cloak organization for its charitable work. Ellen reported that when this proposal was communicated to Father Giese, he asked Sodality to hold off on making such a contribution since St. Martin's Cloak is in the process of reorganizing. He also noted that the Archdiocese is considering a program to aid Syrian refugees. Accordingly, at present our \$1,000 charitable contribution is earmarked for the Syrian refugee program.

### C. Units

1. Christ Child - The unit is down to four or five active members. Several women are very ill and in need of our prayers. Only four members were able to attend their September meeting, and it was decided that the unit would decrease its number of meetings from one per month to three to four per year. Accordingly, the unit will not meet again until January 2016, when the meeting will be held at Maplewood Park Place. They are continuing their charitable project of praying for the needs of Sodalists and parishioners but have decided to terminate their collection of donated items for Centro Tepeyac. Instead, the unit will provide financial donations to St. Martin's Cloak. They will continue to try to build up their number of active members through recruitment and consider whether to assimilate into another active unit or transition to Associate status.

2. John Neumann - The unit has not met since the last executive board meeting but will meet in early November. Volunteers have come forward to staff the unit's responsibilities for the November Sodality Mass and November Sodality Union meeting, and staffing for the December General Meeting Mass will be finalized at the November unit meeting.

3. Regina Coeli - The unit met on September 30 and 18 women attended. Susie N. will serve as the unit treasurer this year. In addition to holding the annual Christmas party with spouses, the unit's plans for the year include hosting a tea party on December 6 for members of the original Regina Coeli Unit and the Christ Child Unit, providing a meal for the University of Maryland Catholic Student Center in February, and having a meeting that will

feature a home Mass in the spring. The unit will again chair the Giving Tree project and will lead the Christmas craft-making session at the December General Meeting.

4. St. Monica - No report.

5. St. Gianna - Kate B. has agreed to serve as treasurer and co-chair of the unit with Celestine K. Membership currently numbers 18 active members. The unit had its first meeting on Columbus Day evening at the Seton Center library. Five members attended, including one new member, and dues were collected from those in attendance. The members are trying to get back into a routine of monthly meetings and will count General Sodality meetings toward that goal. Because attendance at unit meetings is significantly impacted by the myriad other obligations of the members, it was decided to rotate the day of the week on which meetings are held this year. Accordingly, the unit's November meeting will be held on a Tuesday. The group hopes to select a book for discussion this year, and may plan a field trip to the Ratner Museum.

6. St. Elizabeth Ann Seton - The unit held its first meeting on October 18 and seven women attended. They have selected a book for discussion and are considering options for a service project for the year. They may take a field trip this year to the St. Elizabeth Ann Seton shrine in Emmitsburg, MD.

7. Associates - Ellen reported that the letter to the Associates soliciting Sodality dues and contributions toward the Associates' gift to the parish (to defray the cost of the tabernacle refurbishment) would be sent out the day after the executive board meeting. She has already sent a letter to the Associates seeking their decisions about including their contact information in the electronic Sodality directory; of 103 Associates, she has heard from 47. Ellen raised the question of whether or not to list in the directory only the name and address (as opposed to e-mail addresses and telephone numbers) of those Associates who have not replied to her inquiry. Liz suggested that the directory not include names and addresses of those who have not replied, but that instead we maintain a separate list of "other members" set up in such a way as to mirror the base list and permit these Associates to receive the Chanticleer by mail.

8. Junior Sodality - No report. Liz will follow up with Kelley L. concerning the group's plans. She noted that the Sodality Union has shifted its schedule of events to move the meeting that focuses on Junior Sodality activities from March to February, when our Sodality will be in attendance (we do not attend the March Sodality Union meeting because it conflicts with the Fashion Show).

## V. Miscellaneous

At the end of November, the Sodality Union will ask us about our donations to the Union's Christmas Spiritual Bouquet for the Pope. It was decided that after the November executive board meeting, we will send out a reminder to the unit chairs asking them to canvass their members and send back to Ellen and Liz a tally of the prayer commitments made by each unit so that the total for our Sodality may be turned in to the Union by the deadline in December.

VI. Closing Prayer

Ellen led the board in a closing prayer, and the meeting adjourned at 8:20 p.m.