

Draft MINUTES
Faith Formation Commission Special Meeting
Wednesday, April 1, 2015 - 7:05 pm - St Louis Room

Present: Fr Secora, Tom Primmer, Ricardo Garcia (Coordinator of Middle School Youth Ministry), Anna Steele Tina Colburn (FFC Chair), Rosemary Wilson (FFC Vice Chair), Patty Willadsen, Kari Ricke, Joel Rogers, Rosie Stanley

Meeting called to order: 7:05p.m.

Prayer led by Fr Secora

As the first order of business, Fr Secora read Tom's resignation letter dated March 25th, 2015. After the reading Father proposed the motion to accept Tom's resignation. All members present were in favor of the motion. The motion was accepted by Rosemary and seconded by Kari. The motion to accept the resignation of Tom Primmer as the Director of Faith Formation was passed. Tom's last day will be May 29th, 2015. This is to allow him to finish the school year.

The Faith Formation Commission together with the Principal of St Cecilia School and a member from the Hispanic Community will function as the search committee to start looking for the next Faith Formation Director. Anna will be the contact person to get the word out among the various media.

Father then presented the advertisement draft that was used four years ago when Tom was hired. Father said the only addition to the draft were the words 'proficiency in Spanish would be an asset, though not a requirement'. The start date for the position would be July 1st, 2015. The important task now is to get the word out. Various avenues were discussed; among them were the Catholic diocesan newspapers and magazines, the various Catholic colleges, and Catholic jobs online websites.

We were joined at this time by Tom.

Tom was asked how he had come across the position four years ago. Tom said he saw it in the 'Catholic Mirror' - the diocesan newspaper.

Tom shared a description of his responsibilities. He was requested to put together a detailed description of his job duties, highlighting the important skills required for the job. Tom was also asked if he could do a SWOT report of the parish.

Tom was also asked to let the FFC know of anybody among his contacts who would be a good fit for St. Cecilia.

Tom then shared that the employer he will be working for, Benziger Publishing, had come looking for him, and that this decision had not been easy for him. Father reassured Tom that it was a natural time to consider a career change.

The discussion then moved on to the process of interviewing candidates. Father shared that candidates were called for one on site interview and were also given a tour of the church and school as a part of the interview process.

Fr Secora shared that after the Pastor, the Director of Faith Formation was the most important person in the church community with regards to passing on the deposit of faith, specially as this job is in touch with parishioners of all ages. Father also said that due to Tom's hard work we have a good, solid program here at St Cecilia. This will form a good base for the person coming in to build on.

The FFC thanked Tom for his service and dedication. Tom thanked the parish for the many opportunities to use his gifts and graces.

The meetings ended with reciting the doxology.

Meeting adjourned 8:07p.m.

Respectfully submitted by
Rosie Stanley