

**Saint Charles Borromeo Catholic Church
2011 Parish Stewardship**

MINISTRY BOOKLET



INSPIRED BY THE HOLY SPIRIT
ALIVE AND WORKING IN
THE PARISHIONERS OF
ST. CHARLES BORROMEIO PARISH

WWW.SCBPARISH.ORG



**Please contact the Parish Office at 847-683-2391 or
the ministry leader for additional information.**



The name of St. Charles Borromeo is associated with reform. He lived during the time of the Protestant Reformation, and had a hand in the reform of the whole Church during the final years of the Council of Trent.

Although he belonged to a noble Milanese family and was related to the powerful Medici family, he desired to devote himself to the Church.

When his uncle, Cardinal de Medici, was elected pope in 1559 as Pius IV, he made Charles cardinal-deacon and administrator of the Archdiocese of Milan while he was still a layman and a young student. Because of his intellectual qualities he

was entrusted with several important offices connected with the Vatican and later appointed secretary of state with full charge of the administration of the papal states. The untimely death of his elder brother brought Charles to a definite decision to be ordained a priest, despite relatives' insistence that he marry. He was ordained a priest at the age of 25, and soon afterward he was consecrated bishop of Milan.

Because of his work at the Council of Trent he was not allowed to take up residence in Milan until the Council was over. Charles had encouraged the pope to renew the Council in 1562 after it had been suspended 10 years before. Working behind the scenes, St. Charles deserves the credit for keeping the Council in session when at several points it was on the verge of breaking up. He took upon himself the task of the entire correspondence during the final phase.

Eventually Charles was allowed to devote his time to the Archdiocese of Milan, where the religious and moral picture was far from bright. The reform needed in every phase of Catholic life among both clergy and laity was initiated at the provincial council of all his suffragan bishops. Specific regulations were drawn up for bishops and other clergy: If the people were to be converted to a better life, these had to be the first to give a good example and renew their apostolic spirit.

Charles took the initiative in giving good example. He allotted most of his income to charity, forbade himself all luxury and imposed severe penances upon himself. He sacrificed wealth, high honors, esteem and influence to become poor. During the plague and famine of 1576 he tried to feed 60,000 to 70,000 people daily. To do this he borrowed large sums of money that required years to repay. When the civil authorities fled at the height of the plague, he stayed in the city, where he ministered to the sick and the dying, helping those in want.



Parish Mission Statement

We, the members of St. Charles Borromeo Parish of the Catholic Diocese of Rockford, having a deep faith in the providence of God our Father, the love of our Lord Jesus Christ and the presence of the Holy Spirit, proclaim that it is our mission to spread the Good News of Christ so that we may welcome Him into our lives.

Unified in this belief, our faith community will provide a spiritual atmosphere, as a means for attaining a deeper understanding of the will of God and for sharing this vision with others in faith, in works, and in fellowship.



**Special Events and Activities to serve on and
participate in during the year
Contact the Parish Office for more details, 847-683-2391**

- ◇ **Bible Study** - weekly groups meeting at various times of the day.
- ◇ **Capital Campaign** - ongoing need to serve on various committees as we plan for the building of our new church.
- ◇ **Cemetery Clean Up Day** - Assist with outdoor maintenance work one day in spring.
- ◇ **Catholic Order of Foresters Bus Trips** - Seniors travel monthly for fun and fellowship.
- ◇ **Jesus Day** - Assist once a year with the Second Grade Communion classes as they prepare for their First Holy Communion.
- ◇ **Knights of Columbus Golf Outing** - Open to all parishioners
- ◇ **New Parishioner Brunch** - Once or twice yearly, offer breakfast hospitality and information to new members.
- ◇ **St. Joseph's Day Table** - Sunday meal offered in March, food preparers and servers needed to provide hospitality.
- ◇ **Women's Brunch** - Fall brunch with a special guest speaker

Saint Charles Borromeo Catholic Church

Fr. Sylvester Nnaso, Pastor

297 E. Jefferson Avenue

Hampshire, IL 60140

Phone: 847-683-2391 x17

Fax: 847-683-2396

Email: parishoffice@scbparish.org

frnnasso@scbparish.org

Office hours: Mon-Fri 9:00am-4:00pm

Saint Charles Borromeo Catholic School

Mr. Kel Kissamis, Principal

288 E. Jefferson Avenue

Hampshire, IL 60140

Phone: 847-683-3450

Fax: 847-683-3209

Email: scbschool@scbparish.org

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Religious Education and Formation

Mrs. Cindy Vincent, DRE

297 E. Jefferson Avenue

Hampshire, IL 60140

Phone: 847-683-1536

Email: cvincent@scbparish.org

www.scbparish.org

Our Councils and Committees October 2011

- 10. Cemetery Committee** Chairperson - Jim Ward
847-683-2566
ward47@sbcglobal.net
- 11. Education Council** Chairperson - Jan Olson
847-683-7925
janice@bradolson.com
- 12. Finance Council** Chairperson - Dean Dolan
847-683-1806
dndolan@earthlink.net
- 13. Liturgy Committee** Secretary - Roni Schmidt
847-961-6996
schmidtf405@yahoo.com
- 14. Parish Life Committee** Chairperson - Deb Ward
847-683-2566
warden47@sbcglobal.net
- 15. Pastoral Council** Chairperson - Rich Mackey
815-353-7039
rich.v13cruze@gmail.com
- 16. Respect Life Committee** Chairperson - Danielle Mayer
847-289-1502
sauter2@foxvalley.net
- 17. Stewardship Council** Chairperson - Jerry Wiland
847-477-1043
jvdw43@aol.com

93. Giving Tree - Karen Boxleitner, 847-683-2991

This ministry is for the months of November and December only. Help is needed to coordinate making tags and hanging them on our tree in the back of church. More help is needed at the collection date and distribution date, in mid-December.

94. Prayer Shawl Ministry - Madeline Liebert, 847-683-4316

Members meet first and third Thursday mornings, 9:00-12:00, to create blessed prayer shawls for those in need. Will teach crocheting or knitting to anyone interested. All are welcome.

95. Rosary Makers - Elaine Meisinger, 845-895-3323

Meet first and third Thursday mornings, 9:00-12:00, to make rosaries for various occasions and uses throughout the year. Members can also make rosaries at home.

96. Prayer Tree Ministry - Mary Cano, 847-683-7483

Provide prayer support for those in need through email notification.

MEDIA/PUBLISHING

100. Faithlink Newsletter - Maryanne Vandenberg, 847-636-7703

Provide articles and/or support for the quarterly newsletter

101. Web Design - Parish Office, 847-683-2391

Support the parish web site

SERVICE ORGANIZATIONS

110. Catholic Order of Foresters - Charles Herrmann, 847-683-3707

A nationwide fraternal organization offering friendship, assistance and mutual support of families.

111. Golden Agers - Parish Office, 847-683-2391

Social group for those 50 years and older

112. Knights of Columbus - Bob McErlean, 847-683-7937

The brotherhood formed by this council are dedicated to the greatest glory of God and the strengthening and advancement of the family, being united in support of the Church, parish, pastor and all of its members. If you are male, 18 years or older, and a Catholic in good standing, please join us.

113. St. Vincent DePaul Society - Raymond Pryor, 847-683-9273

Members attend monthly meetings and visit people of our community, assisting them as their needs dictate.

PSO - Liz Magnussen, 847-683-4163

The Parent School Organization enlists the spiritual, educational, and social resources of home and school to support the best Catholic education possible. This group provides fundraising and volunteer services while promoting our school within the parish and community at large. The group is supported by parent volunteers of school children and the sign up is through the school.

Councils and Committees

PARISH COMMUNITY

60. Funeral Reception - Mary Engel, 847-683-3048, Linda Gray, 847-669-3564, Arlene Reiser, 847-683-3443

Funeral receptions are offered as a service to our SCB families following Christian burial Masses. Volunteers are needed to prepare and deliver food items to the Parish Hall on the day of the funeral. The committee leaders will make calls to make food items and help as needed.

61. Hospitality - Susan Wiland, 847-683-7830

Twice a month, on the first and third Sunday, we offer hospitality after all masses. Volunteers are needed before Mass time to set up and after Mass to serve and clean up. Parish groups, along with individuals and families, are encouraged to host a Mass time slot.

EVANGELIZATION

70. Light of the World - Denise Bielejeski, 847-683-4555

Parish retreat offered once a year. An opportunity for anyone interested in developing a closer relationship with the Father, Son and Holy Spirit. Inspirational witnesses, quiet, reflective prayer time and a chance to experience your faith in a new way. Past retreatants are encouraged to assist in future retreats.

71. Parish Outreach - Mary Cano, 847-683-7483

A group that surveys parishioners to capture feedback on their specific parish needs

72. Welcoming Committee - Deacon John and Kay Nelson, 224-858-4371

Welcome new people in the Parish community

73. Cursillo Participant - Don White, 847-683-2005

Cursillos in Christianity is a movement that enables the essential realities of the Christian to come to life in the uniqueness, originality, and creativity of each person.

RELIGIOUS EDUCATION - Cindy Vincent, 847-683-1536

Catechists, substitute catechists and classroom aides needed for the yearly instruction of the children of our parish, Grade levels K-8. Weekly commitment. Enrichment seminars offered throughout the year.

80. Catechist (Teacher) OR Substitute Catechist

81. RE Support

82. Classroom Aide

CARE AND OUTREACH

90. Bereavement - Maryanne Vandenberg, 847-636-7703

Offer comfort and guidance to survivors in the loss of a loved one.

91. Compassionate Care Ministry - Doris Klock, 847-683-3094

Take Holy Communion to the homebound/sick

92. Food Pantry - Audrey Sparr, 847-683-4072

Sort and distribute items on 3rd Sunday of each month

10. Cemetery Committee

Management of our cemetery is handled by the parish office.

11. Education Council

A consultative body to the Pastor. The Council is the voice of the parish community in educational planning, goal setting and policy development. Members of the Council shall be appointed by the Pastor for a term of three years and may serve 2 consecutive years.

12. Finance Council

The Finance Council meets once per quarter to provide financial recommendations to the pastor and approve the annual budget regarding the use of parish funds for both current operations and special projects. It also instrumental in developing recommendations for the pastor on the future needs of the parish and how to finance these needs. Members of the Finance Council are nominated by the Pastor and the current Finance Council members .

13. Liturgy Committee

The Liturgy Committee assists our priests and other ministers in leading us in worshipping God "in spirit and in truth. We meet on the second Tuesdays of each month at 6:00 pm.

14. Parish Life Committee

Plans, organizes and serves at various social functions held at the parish throughout the year. The committee organizes Hospitality, the Friday evening Lenten Suppers, the annual Women's Breakfast, the Parish Picnic, and the New Parishioner Brunch. We continue to develop new ideas in order to put our faith in action.

15. Pastoral Council

The Pastoral Council meets to discuss, recommend and coordinate the many functions and activities of the parish. It is the consultative body of the parish whose mission is to carry on the work of the Church, both temporal and spiritual. The Pastoral Council meets the fourth Tuesday of each month. Annually, the Pastor takes recommendations for new members. Members are appointed for a term of two years.

16. Respect Life Committee

The Respect Life Committee is committed to promoting life and to faithfully carrying out the pastoral plan of pro-life activities that will conquer the evil forces of anti-life; enlighten those in error; and build a culture of life from conception to natural death. Meetings are on the first Sunday of each month at 9:10 am in the Chapel.

17. Stewardship Council

The Stewardship Council is an advisory board to assist the Pastor in the development and awareness by the Parishioners of the Time, Talent, and Treasure given to them as a gift from God and the need to return a portion of that gift to God through the Church. Stewardship Council meetings are on the third Tuesday of each month, at 7:00pm, in the Parish Hall's lower level.

LITURGY

- 20. Adoration - Adele Cocciemiglio, 847-683-2881**
Participate in 40 hours devotion, weekly Wednesday 9:00 am - Thursday 6:00 pm
- 21. Altar Servers - Cindy Vincent, 847-683-1536, Training - Cassie & Bridget Dumoulin, 847-683-3886**
Open to boys and girls, grade 4 and older. One meeting per year.
- 22. Extraordinary Minister of Holy Communion - Cindy Vincent, 847-683-1536**
Assist with Holy Communion. Must be 16 years of age, Confirmed, and attend weekly Mass. One meeting per year. Training four times per year.
- 23. Lector - Marty Throop, 847-683-3422**
Read Sacred Scripture at Mass. Must be 16 years of age and Confirmed, attend Mass weekly, and feel comfortable reading Sacred Scripture. Commit to reading every 6 - 8 weeks. There is one meeting per year. Training for new lectors is held at various times throughout the year.
- 24. Usher - Rudy Gawenda, 847-683-3468**
Must be high school age or older and attend Mass weekly. Serve for one month every 2 -3 months. There will be at least one meeting per year.
- 25. Greeter - Rudy Gawenda, 847-683-3468**
Welcome people before and after Mass. No experience is needed, just a smiling face and a welcoming attitude.
- 26. Sacristan - Mary Miller, 847-683-2814**
Consist of both those who do Altar Care and those who minister for our weekend Masses.
Altar Care: Linen care, polishing of vessels and candle holders and flower arranging. Serve one month every 3 - 4 months. There is one meeting per year.
Weekend Mass: Preparing the Gifts for Holy Communion, purifying the vessels after Mass, and ensuring that Liturgical Ministers are present for each Mass. Serve on a regular basis or as a substitute.
- 27. Altar Flower Arrangement - Leader Open, Contact Parish Office 847-683-2391**
Coordinate and purchase altar flower arrangements.

MUSIC - Lucy Croft, 630-418-2424

- 30. Cantor -** Lead the assembly in singing the Psalms
- 31. Instrumentalist for Adult Contemporary Ensemble** - Instruments needed are guitar, bass, drums, wind instruments, and percussion. Experience and ability to read music or chord charts is required. Meet once per month at 3:00 pm on Saturdays and minister at the 5:00 pm Mass.
- 32. Adult Choir** - Sing at 10:30 am Mass on 1st and 3rd Sunday from September June and all Sundays during Advent and Lent. No experience required.
- 33. Praise Team** - Contemporary music composed of vocalists, guitarists, bass, drums, and keyboard.

RELIGIOUS FORMATION

- 40. Baptismal Preparation - Bill and Peg Freeman, 847-683-4587**
The team provides instruction/review of the sacrament of Baptism to the parents and Godparents through a class once per month.
- 41. Marriage Preparation - Bob and Kim Freitag, 847-741-4162**
Married couples meet with engaged couples for up to four sessions to help them prepare for their marriage
- 42. Rite of Christian Initiation for Adults (RCIA) - Joe Hahn, 847-683-2391**
Sponsor: Adults needed who will sponsor a candidate for full entrance into the Church. Fall to Spring weekly commitment. Must be a faithful, practicing Catholic.
Team Member: Helps the catechists to facilitate discussion among the catechumens/candidates and their sponsors. They are expected to make all the classes (except in special cases) from September to the beginning of May. Team Members are appointed and approved by the RCIA director and pastor.
Prayer Warriors: Prays for the catechumens and candidates knowing that God's grace is essential for one wanting to follow God. All parishioners who have a strong prayer life and are practicing Catholics are encouraged to become a prayer warrior. Prayer warriors are eventually assigned a particular catechumen or candidate.
- 43. Youth Ministry - Kim Alberth, 847-683-0457**
Opportunity to work with the youth of our parish in both Junior High and High School levels. Meet every month and coordinate programs and service projects.
- 44. Marriage Building - Deacon Jerry and Linda Ryndak, 847-683-0817, Rudy Gawenda, 847-683-3468**
A family and marriage support ministry. In the near future, we will have programs to enhance marriages

PARISH SUPPORT

- 50. Building Maintenance - Leader open, contact Parish Office, 847-683-2391**
Provide support to parish for various basic building needs and small jobs.
- 51. Cemetery Maintenance - Jim Ward, 847-683-2566**
Provides grounds maintenance several times per year, as required.
Cemetery Administration - Rose Letheby, 847-683-2607
For purchasing plots or any management information.
- 52. Parish/Rectory Grounds Maintenance - Leader open, contact Parish Office, 847-683-2391**
Provide support for parish for various ground maintenance needs.
- 53. Professional Consultants - Dominick Cocciemiglio, 847-683-2881**
Support parish for specific special needs.
- 54. Capital Campaign - Dominick Cocciemiglio, 847-683-2881 or Ginny Kissamis, 847-683-9241**
Assist in fund raising and design for new Church. Collecting names of interested parishioners for use in 2012.