

MEETING MINUTES

St. Bruno Parish Pastoral Council

St. Paul Parish – St. Matthew Room

MISSION STATEMENT: St. Bruno Parish is a community of people sharing a common faith in the teachings of the Catholic tradition. We come together to worship God and to spread the Good News that Jesus gave us. Through celebrating Christian unity, we provide emotional support and practice the works of mercy.

Date | time 2/26/2019 6:30 PM -8:30 PM | *Meeting called by* John Hoffman

Council Members Present: Fr. Dan, John Hoffman, Steve Paquin, Michelle Michel, Pat Seegers, Kelly Wiza, Cindy Maloney, Kathy Galando, Mary Pfaff, Britney Fowler

Excused: Eileen Rudnick

Time	Item	Owner
6:30-6:35PM	Opening Prayer	Fr. Dan
6:35-6:50PM	Human Concerns Committee Presentation	Michelle/Tom

These committees are all doing well:

- Hospitality Ministry
- Communion to the sick
- Bereavement Ministry
- Blood pressures after mass
- Prayer shawl ministry
- St. Ben's Meal Program has a solid group that goes
- St. Vincent is the ministry that assists the poor in our area.

The following ministries need help

- Thanksgiving food drive and Giving tree could always use help
- Green team needs more and younger members

These Human Concerns ministry groups have gone away at the time

1. Dan's helping hands
 - o Not necessarily trying to bring back because no members
2. Hispanic Ministry
 - o All Masses are at St. Jerome now

Sign up for St Ben??

3. Usually take people every month. Core group and a few others rotate in. Difficult to take other people on. Hope Center is another place that people could go
 4. \$3100 raised for baby boomerang in January
 5. Brevard Family raises pigs and she donates them to food pantry (THANK YOU NOTE NEXT MEETING)
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Time	Item	Owner
6:50-7:00PM	<p>Fr. Dan Report</p> <p>6. PARISH MISSION</p> <ul style="list-style-type: none"> ○ Fr. Dan challenges us to bring someone ○ Key is for us to invite people to mission don't under estimate the one on one invite ○ Challenge other ministries <p>7. Stewardship Commission</p> <ul style="list-style-type: none"> ○ Bi-parish commission (St. Paul + St. Bruno) ○ Going to look at 4 priorities <ul style="list-style-type: none"> ▪ Strengthen commission (read Barb's book and start catechizing ourselves) ▪ Develop communication plan to educate parishes about what stewardship is like and dispel that it is about money ▪ Develop 3 year stewardship plan that prayer, stewardship talent ▪ New ways to better promote stewardship <ul style="list-style-type: none"> • Need to be more assertive. Get new members and volunteers right away • Get engaged couples involved right away ○ Got to be aggressive to get involved because funds and volunteers are short. Need to turn tide and get active. ○ We cannot be passive now, we must be active ○ PICK PEOPLE OUT and tell them what you think they would be good at volunteering 	Fr. Dan
7:00-7:15PM	<p>Old Business</p> <ol style="list-style-type: none"> 1. Eyes and Ears <ol style="list-style-type: none"> a. Where can we put envelopes that would be visible? In the pews? b. Generational giving. Online giving is trying to be promoted c. Informal survey on the parish directory. Awaiting results 2. Committees to submit approved meeting minutes to Jan Lamparski <ol style="list-style-type: none"> a. All committees are current with the exception of Stewardship, Communication and Technology, and Finance. b. Jim Brahm to submit for stewardship and Jill for finance. 3. Parish Mission – Refreshments needed?? <ol style="list-style-type: none"> a. Need to check with Mary Kral 	John
7:15-7:30PM	<p>New Business</p> <ol style="list-style-type: none"> 1. Stewardship – What is Pastoral Council going to do to promote it? <ul style="list-style-type: none"> - IDEAS <ul style="list-style-type: none"> ○ Sit somewhere different and try and talk to someone you don't know or recognize ○ Wear our nametags and be visible before and after Mass and introduce to people you don't know ○ Something about St. Bruno that is so welcoming 	John

Time	Item	Owner
	<ul style="list-style-type: none"> ○ Pastoral Council make an effort to be the opposite of greeters. We go out after communion and thank people for coming and see them next week. ○ Something for us to hand out on how to get a hold of PC members ○ Congregation introductions before mass? Prayer and worship got rid of it not PC ○ PC help promote the Lenten scripture studies that are coming up. Alpha and the parish mission <ul style="list-style-type: none"> - Fr. Dan's Thoughts <ul style="list-style-type: none"> ○ We need to develop personal stewardship lifestyle ○ Each meeting we share what we are working on as a personal level ○ EVERYONE needs to practice stewardship and it starts with us. <ol style="list-style-type: none"> 2. Pastoral Council to contribute to silent auction item at upcoming Men Who Cook Dinner. <ul style="list-style-type: none"> - Monetary donation to be collected by Britney and given to Michelle 3. Pastoral Council Training <ul style="list-style-type: none"> - Go on arch website and do the web-training 4. Pastoral Council Nominations <ul style="list-style-type: none"> - Selection committee to manage all aspects of selection and nomination process <ul style="list-style-type: none"> ○ Michelle will design flyer to educate people on what we do and something to hand out ○ Steve to speak at Mass 5. Eileen update on Parish Councils' Congress <ol style="list-style-type: none"> a. This item was tabled until next time because Eileen was not able to attend this meeting. 	
7:30-7:40PM	<p>Approval of Minutes – November 2018 - APPROVED</p> <p>Approval of Minutes – Parish Common Meeting Night – January 2019 - APPROVED</p>	Britney/All
7:40-8:15PM	<p>Committee Reports</p> <ul style="list-style-type: none"> - School families starting to help Betty with Welcome weekend - Finance <ul style="list-style-type: none"> ○ Parish support way down from last year ○ A few major donors did not come through this year ○ Going to call major donors ○ A lot of people we lost were the 8am people ○ Mass attendance is starting to go down - Talk Fr into 8am Mass 1st Sunday of the month in addition to 10:30 <ul style="list-style-type: none"> ○ 8am parishioners we lost so many and get them back 	All

Time	Item	Owner
	<ul style="list-style-type: none"> ○ Pat will talk to Father about it - Advertise Easter and Christmas Masses with signs - Advertising in local newspapers - Make a list of people we know that you would invite to church events 	
8:15-8:25PM	Calendar of Events <ul style="list-style-type: none"> - Parish Mission March 11 and March 12 - Men Who Cook Dinner – April 6 	John
8:25-8:30PM	Closing Prayer	John

Committee Reports

Committee:	Report:
APC: Cindy Maloney and Eileen Rudnick	No Meeting. Next meeting April 30, 2019
Communications: John Hoffman	Nothing to report. Did not meet.
Faith Formation (1 st Monday - every month) Eileen Rudnick	<ul style="list-style-type: none"> • Jennifer Geisler, formerly the Faith Formation Assistant, has assumed the duties of Bill Snyder. She reports a marked increase in attendance after contacting the parents of the young people who have not been participating. 28 students going to Wisconsin Catholic Youth Rally, up 23 students from last year. • Still looking for new members. Have been running announcements in the bulletin. • While FF indicated "Youth Ministry will continue to investigate all options available for our high schoolers," they did not feel that programs such as Young Life, LifeTeen, or Matthew Kelly's "Decision Point" were viable options. "A curriculum can provide head knowledge, but relationships within the group and with the catechist can work on hearts." • No update on possible bible study programs. • In addition to the upcoming Parish Mission March 11/12, there is a long list of Lenten and Easter season opportunities for parishioners. • See parish website for Faith Formation minutes.
Human Concerns (2 nd Tuesday – every other month) Michelle Michel	<ul style="list-style-type: none"> • Last meeting followed the Combined Meeting on January 15, 2019 • Announcement made at the Combined Meeting concerning the defunct Guatemalan Ministry. An announcement for the entire parish has been drafted and will be included in an upcoming bulletin and posted on the website. Members of the parish mission ministry will be available following upcoming masses during a weekend in March to address questions. • The Thanksgiving Food Drive, Giving Tree, and Baby Bottle Boomerang were very successful.

	<ul style="list-style-type: none"> • Signatures were obtained for the pro-life advertisement in the Waukesha Freeman following masses on the weekend of January 5th. • Donations of two pigs were made to the by a parishioner with meat processed and donated to the Kettle Moraine Food Pantry and the Abundant Life Food Pantry (approximately 150 lbs. each). • Family Promise has requested meals donations for families that are housed at their facilities. Two meals per day for one week, 4 times per year have been requested. The HCC is taking this under consideration. • Additional drivers have volunteered for the Meals on Wheels program and 2 parishioners have volunteered to help with blood pressure readings on Welcome Weekends. • The Environmental Ministry (Green Team) posted an announcement in the bulletin for the “Living in the Web of Creation” program by the Creation Care Network/Waukesha County Green Team held February 17, 2019 at St. John’s Lutheran Church. • HCC members are aware of the Archdiocesan Human Concerns Summit on April 6th at the Cousins Center in Milwaukee. • Next Meeting: Tuesday March 19th. (moved from the 12th due to conflict with the Parish Mission).
<p>Prayer & Worship (4th Monday – every month) Kathy Galando</p>	<p>Lay Ministries</p> <ul style="list-style-type: none"> • AED Training will take place March 23 after the 4pm Mass & March 24 before the 10:30 Mass (9:30-10:15am) <p>Recap of Advent/Christmas</p> <ul style="list-style-type: none"> • There was no problem at all with the placement of the creche & ambo in relation to the new railing. • Christmas Eve – 685 attended the 4pm Mass which was more than we had planned for. Additional chairs were put out and we did not have enough Eucharistic Ministers. Need to schedule 4 Eucharistic ministers and 2 Ushers for the gathering space next year. Also, we kept the door open to the Gathering Space during this mass only, to make this area feel connected • 203 attended the 10pm Mass – will consider not having a 10pm Mass next year, keeping in mind that we DO want people to attend Mass on Christmas. • Keep the gathering space doors open for one night. • 205 attended the Christmas Day 10:30am – this is rather late for Christmas Day. Recommend moving the mass time to 9am next year. <p>Art & Environment</p> <ul style="list-style-type: none"> • Had no banners for Christmas – looking for someone to sew some white banners which would be used for Christmas and Easter seasons. • Flowers: Easter – took in \$425 (cost \$721), Christmas took in \$575 (cost \$260). • Anna Marie handed out the A&E 2019 calendar. • Holy Thursday – Mark will set up altar in the Gathering Space for repose of consecrated hosts after Mass. • Rebecca is stepping down as co-chair <p>Initiatives for P&W this year</p> <ul style="list-style-type: none"> • Think about if there is anything we want to do or any goals we want to set

	<ul style="list-style-type: none"> ○ Ways to increase Lay Ministries <p>Initial Thoughts for Lent</p> <ul style="list-style-type: none"> • Ash Wednesday is March 6 (our next meeting is Feb. 25) • Theme – will not have a specific theme but will begin with the same song each week, in lieu of ringing the bell. • 125 Little Black Books for lent have been ordered. Ordered 125 for Advent also and had one left over. • Environment – will be the as in the past • Washing of the feet – Six & six on each side. Representative of both parishes. (Anna Marie & Sue) <p>Reports: none</p> <p>Next Meeting: February 25 @ St. Paul’s – Lenten Planning (Kathy Galando will chair)</p> <p>Additional meeting dates:</p> <ul style="list-style-type: none"> • March 25 (St. Bruno) – Easter Planning (Easter is April 21) • April 22 – July (No meetings)
<p>School (2nd Monday – every month) Britney Fowler</p>	<p>Assessment Tools</p> <ul style="list-style-type: none"> - 3rd meeting with Beth Zander (Retired school psychologist) - Had discussions about what we can do to progress - Insure attention to each student - Gathering 3 years of IOWA test data, forward test data, running reading records, <ul style="list-style-type: none"> ○ For now we get reading level for each student from K5-grade 5. ○ Grade 6-8 every student would benefit for reading record level done still <ul style="list-style-type: none"> ▪ As of right now only ones who need help have reading level assigned. - Using grant funds to pay her <p>Unity between Church and school</p> <ul style="list-style-type: none"> - Catholic schools week participation for mass was great <ul style="list-style-type: none"> ○ Next year have parent/student talk too ○ Maybe Vandenhouten speak? - Welcome weekend <ul style="list-style-type: none"> ○ Britney to organize Sunday morning <p>Marketing and Promotion</p> <ul style="list-style-type: none"> - Make sure we continue to refer to ourselves as a “Catholic school welcoming all faiths” - St. Paul’s School is closing at the end of this year <ul style="list-style-type: none"> ○ We could prepare/navigate possible influx <p>Update on Carnival</p> <ul style="list-style-type: none"> - Great success - Got a few contacts to make from that - Prize claiming was lower <p>School committee members to follow up with auction donors</p> <p>Community Building</p>

	<p>- Don't have dates yet. Will do something in March. Movie night if Student Council doesn't plan a game night</p>
<p>Building & Grounds (2nd Tuesday every month) Pat Seegers</p>	<p>Members present Mike Chilson, Paul Tabat, Pat Seegers, Mary Daniel (note Mike Chilson and Pat Seegers also attended other meetings, ie Stewardship and Parish Council) Mary did not make it to Prayer and Worship.</p> <ul style="list-style-type: none"> • We have made Arnie Uglum an honorary member, because he is at "church" all the time and is another set of eyes for the campus. Welcome Arnie • Finance has asked us to prioritize projects: • School Security upgrade: bids are in and grant applied for from State of Wisconsin • Altar wood floor refinishing: bids in and B&G made recommendation • Repainting and repairing walls of the Gathering Place and the rooms off the Gathering Place: Pat has one bid and getting another • Heating upgrade, 5-unit ventilators in the gym: bids are in another firm is evaluating the whole system, • Replace, Repair, refinish gym floor: Bids are in, a third party is evaluated the floor, waiting for bid. Pat, Jim Millane, Kurt and Mary meet with the third party and it was decided the floor will be repaired, sanded and sealed. Wood is the best floor surface as the floor has many functions. Newer products are available, and that floor needs to be maintained once a year. <ul style="list-style-type: none"> • Order of priority for Finance Committee <ul style="list-style-type: none"> ○ School Security upgrade. Upon approval for State Grant, 10,000.00, remainder to come from St. Bruno ○ Gathering Space and the rooms of the Gathering Place and Altar Wood floor refinishing. ○ Heating upgrade ○ Gym floor ○ these two things are linked together because the removal of the old large unit ventilators would leave "holes" in the floor surface. More information is needed.
<p>Stewardship John Hoffman</p>	
<p>Finance Cindy Maloney and Kelly Wiza</p>	<p><u>Review of January Financial Statements</u> - Principal reduction is up from budget due to specific donation given toward principal reduction.</p> <p><u>Financial Red Flags</u> - Parish Support is down \$80,000 from last year at this time. We need to educate the parish on the status of the financial state of the parish and continue to educate the parish throughout the year. We also need to promote online giving.</p> <p><u>Capital Expenditures:</u></p> <ol style="list-style-type: none"> 1. Gym Floor – need quotes on replacing heating in gym as well as the floor

<p>2. Projection Screen Valance – Complete</p> <p>3. Altar floor refinishing – per Finance Committee we will wait on this for now and revisit in 6 months. There are more important needs at this time.</p> <p>4. Painting Gathering Space, Other Rooms – to be contracted out; need proposals.</p> <p>5. Secured Entrance & Security system – # 1 priority, grant applied for and quotes have been received.</p> <p><u>Improved Earnings on Cash Balances</u> - We have increased the estimated annual yield on our accounts from 0.16% to 1.30% by consolidating accounts into a money market account.</p> <p><u>Budget Process</u> - 1st budget meeting is February 19th at St. Bruno's at 6:30pm in the Parish Office.</p> <p><u>Open:</u></p> <ul style="list-style-type: none">• Guatemala \$ to be diverted to the Dominican Republic. This is approximately \$45,000 in funds. A list of persons who donated will be compiled to address their wishes in the allocation of funds.• Faith Formation – We will look to hire a Youth Minister and a new Director of Evangelization and Faith Formation – goal is to hire by May or June of 2019.
