

# MEETING MINUTES

St. Bruno Parish Pastoral Council

Parish Meeting 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.**

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*Date* Tuesday, March 26, 2019 | *time* 7:00-9:00 PM | *Meeting called by* Eileen Rudnick

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**Council Members Present:** Eileen Rudnick, Britney Fowler, Cindy Maloney, Mary Pfaff, Kathy Galando, Michelle Michel, Pat Seegers, Steve Paquin, Fr. Dan Volkert

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Excused: John Hoffman and Kelly Wiza

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Time	Item	Owner
7:00-7:05PM	Opening Prayer/Song	Eileen
7:05-7:10PM	Approval of February minutes - APPROVED	Britney
7:10-7:15PM	Thank You Notes	All
	<ol style="list-style-type: none"><li>1. Janice Carpenter and Jenny Harnack – Father/Daughter Dance</li><li>2. Brevard Family – Pig donation to the food pantry</li><li>3. Pagenkopf – 2019 Bereavement Ministry donation</li></ol>	
7:15-7:50PM	Committee Reports	All
	APC – Eileen will be going to the April meeting.	
	<ul style="list-style-type: none"><li>- Every church will be presenting something they have been working</li><li>- What should Eileen and Cindy be reporting?</li></ul>	
	Faith formation	
	<ul style="list-style-type: none"><li>- 2 new members one from St. Paul and St. Bruno</li><li>- Could be more receptive to suggestions. Emphasis on forming a relationship with teens than RE?</li><li>- Will be hiring a new person to fill youth ministry position.</li></ul>	

FOLLOW UP WITH FINANCE IF THEY NEED TO COME IN APRIL

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Time	Item	Owner
	<p>Human Concerns</p> <ul style="list-style-type: none"> <li>- Formulated letter to prior donors. Some money is in limbo right now and the letter has been put on hold right now. Donors have been contacted with options of where they can send the money.</li> <li>- Pagenkopf donated to bereavement ministry donated to fund the summer program supplies. Open to all faiths</li> <li>- New thing – Meal donation to Family Promise. <ul style="list-style-type: none"> <li>o UCC provides housing to families who need it, parishes sign up to provide food for a week for these needy families</li> <li>o Will be one meal that week every couple months</li> </ul> </li> <li>- Green team becoming active again</li> <li>- Respect life ministry has a few new members <ul style="list-style-type: none"> <li>o October prolife awareness, baby bottle for life’s connection,</li> <li>o Collect names for the Respect life ad in the paper</li> </ul> </li> </ul>	
	<p>Prayer and Worship</p> <ul style="list-style-type: none"> <li>- Notes from Christmas time, Eucharistic ministers</li> <li>- Note to put the words for the canticle in the Easter Booklet</li> </ul>	
	<p>School Committee</p> <ul style="list-style-type: none"> <li>- Possible ideas of starting a nursery for parents who would like to utilize this during mass</li> <li>- Marketing at different area parishes who are in our geographical area that do not have schools</li> <li>- Welcome Weekends are successful</li> <li>- Men Who Cook dinner coming up and donations have been slow but we are making up ground on them.</li> </ul>	
	<p>Building and Grounds</p> <ul style="list-style-type: none"> <li>- Working on security for entrance</li> </ul>	
7:50-8:00PM	<p>Calendar of Events</p> <p>April 6 – Men who Cook Dinner Auction</p> <p>April 21 - Easter</p>	Eileen
8:00-8:15PM	<p>Report on Pastoral Council Congress</p> <ul style="list-style-type: none"> <li>- Felt it was very informative and encouraged people to go next Year</li> </ul>	Eileen
		Fr. Dan

8:15-8:25PM

## Fr. Dan's Report

- Message from report this past weekend
- \$107,000 behind where we were last year. Aspect of cutting is not the issue, it the aspect of giving. 100 families fewer.
- Will be preaching stewardship all the time.
- People have to have a sense of belonging and then believing, then behavior (adopting stewardship lifestyle)
- Burring the generations that are the givers. New generation doesn't know the faith and aren't here on a regular basis
- Joint staff meeting last week –
  - o Problem we bring in new members (With life events) and then we drop them. We have gaps between sacraments. Good news is that we are working on filling in those gaps. Follow them through accountability of the appropriate staff members.
  - o Follow-up consists of at St. Paul's register, then personalize note, month later call them, after a few months then
  - o Can we ask for volunteers to follow up as families to another family (assign it to a ministry...possibly Human Concerns)
  - o Help people get to know people
- St. Paul's is going to circulate throughout the church and introduce themselves
- We need to go above and beyond ourselves
- Younger generations want a sense of belonging. They don't want to come to mass and then leave

8:25-8:40PM

## Old Business

Eileen

1. Eyes and Ears
  - o Love the kids at welcome weekend
  - o Someone shared that they were happy to hear what Fr. Dan reported on this past weekend
  - o Concerned about St. Bruno school closing next after St. Paul's
2. Update on Parish Directory Results
  - o Positive results. People want a hard copy and electronic directory. He will work up proposal and then present it to us.

Time	Item	Owner
	3. Follow-up on PC stewardship efforts to be more present and visible at the parish.	
8:40-8:55PM	New Business	Eileen
	<ol style="list-style-type: none"> <li>1. Nominations for Pastoral Council Timeline <ul style="list-style-type: none"> <li>• This weekend – Fr. Dan to make an announcement</li> <li>• April 6-7 - Nomination Cards in Church and Fr. Dan will Speak at Mass – Council Members to be visibly present after masses this weekend</li> <li>• April 13-14 – Nomination cards in the Church Council Members to be visibly present after masses this weekend</li> <li>• April 15 – Letter to the nominees</li> <li>• May 7 - Call and invite nominees to May 21 Pastoral Council Meeting</li> <li>• May 21 – Please note the change in dates from the normal Pastoral Council Meeting. Nominees will be invited to attend this meeting. Finance Council to present their yearly update at this meeting.</li> <li>• June 25 – Discernment and PC officers chosen</li> <li>• July – No meeting this month</li> <li>• August 27 – Liaisons assigned at this meeting</li> </ul> </li> <li>2. Debrief on Parish Mission <ul style="list-style-type: none"> <li>○ Eileen would encourage the new people and some of the veterans to go. It was very valuable and a lot of good information presented.</li> <li>○ Breakout sessions for each subcommittee</li> <li>○ Council members should pay more attention to what the arch sends us on.</li> <li>○ Online videos that PC members should all be watching.</li> <li>○ Vice Chair next year should be the person who does the mentoring to the new people.</li> </ul> </li> </ol>	
8:55-9:00PM	Closing Prayer	Fr. Dan

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### Committee Reports

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Committee:	Report:
APC: Eileen Rudnick	Nothing to Report.

<p><b>&amp; Cindy Maloney</b></p>	
<p><b>Communications: John Hoffman</b></p>	
<p><b>Faith Formation</b> (1<sup>st</sup> Monday - every month) <b>Eileen Rudnick</b></p>	<p><b>Faith Formation bullets for March PC meeting</b></p> <ul style="list-style-type: none"> <li>• They have 2 new members: Samantha Davis (St.B) and Lori Kaari (St.P) Lori is Director of Events at Brookfield Academy and could be a valuable contributor when it comes to ideas for marketing the FF programs.</li> <li>• Starting in April, FF will begin a review of the Archdiocese "Committee Guidelines". That might be a good idea for all the parish Committees to review.</li> <li>• Brief overview of the new position for director of Evangelization and Life Long Faith Formation, FF marketing programs and a FF spotlight weekend.</li> <li>• Meeting concluded with a break-away session. Pairs of two privately discussed: What was your faith life like growing up? What questions do you have about the faith (or concerns); and what was your most profound encounter with the Lord.</li> </ul>
<p><b>Human Concerns</b> (2<sup>nd</sup> Tuesday – every other month) <b>Michelle Michel</b></p>	<p><b>Human Concerns March 19, 2019 Meeting Notes</b></p> <ul style="list-style-type: none"> <li>• January 15, 2019 HCC meeting minutes were approved and are being submitted.</li> <li>• Highlights from the February 26 Pastoral Council Meeting included: 1) a recap of the HCC report that was given at the meeting, 2) a call for Pastoral Council nominations, 3) a brief discussion about the Stewardship commission and developing a personal stewardship lifestyle.</li> <li>• Parish Mission Update: Guatemalan Mission donors are currently being contacted by letter and given a list of options for directing their contributions. As education was the primary goal of the mission in Guatemala, the first option directs funds to education at the Dominican Republic School.</li> <li>• Bereavement Ministry Update: A flyer for the summer 2019 Bereavement programs was submitted. The 8-week support group seminar will be held on Tuesdays, June 4 to July 30, 2019, from 6:30-8:30 pm at St. Bruno Parish. A generous contribution from the Pagenkopf Funeral Home was made to support this ministry. The ministry continues to send cards annually to family members of the deceased and attends funerals when requested.</li> <li>• Meal donations for Family Promise: The United Church of Christ provides housing and meal support for needy families. The HCC plans to participate in providing a meal (entrée, side dish, salad, dessert) every 3-4 months beginning the week of April 16<sup>th</sup>. Sharon Burt has taken the necessary training required to participate and HCC committee members have volunteered to prepare the meal.</li> <li>• Respect Life Ministry Update: The ministry gained 2 new members and is planning to have a meeting sometime in April.</li> <li>• Environmental Ministry Update: Nothing to report although the ministry is active once again.</li> <li>• Communion Ministry: All is well and nothing to report.</li> <li>• Prayer Shawl Ministry: Donated 5 baskets of handmade goods for the Men Who Cook Dinner/Auction.</li> </ul>

	<ul style="list-style-type: none"> <li>• Several donations from the HCC for Men Who Cook Dinner/Auction were made. The HCC donated a “Spring Cookout” basket including a charcoal grill, accessories, and gift cards for food &amp; beverages.</li> <li>• Rice Bowls are available in the Gathering Space and will be collected through the season of Lent.</li> <li>• Spring Flower Sale: An advertisement was placed in the bulletin the weekend of March 15-16. Order forms will be in the bulletin the weekend on May 18-19. Proceeds will go to the HCC and will be used to support their various ministries.</li> </ul>
<p><b>Prayer &amp; Worship</b> (4<sup>th</sup> Monday – every month) <b>Kathy Galando</b></p>	<p>Did not meet in March.</p>
<p><b>School</b> (2<sup>nd</sup> Monday – every month) <b>Britney Fowler</b></p>	<p>School Committee Meeting 3-11-2019</p> <p>Discussion with Home and School, Mrs. MacDonald, business office on Script allocation – to theater arts??</p> <ul style="list-style-type: none"> <li>• Home and school carries Theater arts on their budget and is in discussion of if this cost can be allocated somewhere else.</li> <li>• Looking into more information on Social/emotional learning</li> </ul> <p>Enrollment and Registration</p> <ul style="list-style-type: none"> <li>• On Monday, March 4 there was a call to action to the School Committee from Mary MacDonald and Fr. Dan to try and encourage parents who have not registered yet to fill out their registration so the budget can be planned accurately for next year’s school year. These phone calls made a big difference and commitment to enroll when up over 30 students over night. Currently 86 children are committed to coming back next year.</li> <li>• The School Office is also working with a number of prospective families.</li> </ul> <p>School Library</p> <ul style="list-style-type: none"> <li>- More space for it would be nice and update books</li> </ul> <p>Marketing Idea for School</p> <ul style="list-style-type: none"> <li>- Spread word to neighboring parishes that St Bruno’s is a place to go. <ul style="list-style-type: none"> <li>o Parishes targeted: St. Mary in Sullivan, St. Teresa in Eagle, St. James in Mukwonago</li> </ul> </li> <li>- Literature and maybe permission to speak at the Mass</li> <li>- Would someone consider talking at a parish if needed? <ul style="list-style-type: none"> <li>o Rebecca Ramage and her daughter would speak if permission is given</li> </ul> </li> </ul>
<p><b>Building &amp; Grounds</b></p>	<ul style="list-style-type: none"> <li>• Our meeting is cancelled but please come Tuesday, the 12th at 6:30 and attend Holy Ground, our Mission Event..</li> </ul>

<p><b>Pat Seegers</b></p>	<ul style="list-style-type: none"> <li>• Buildings and Grounds update, Pat Seegers has meet with the contractor and signed off on construction drawings for the new school secured entrance project. A grant for 10,000.00 from the State of Wisconsin has been secured for this project. Tim Dittman will oversee the video part of this project.</li> <li>• There is a leak above the kitchen and roofing contractor has been out. WE need the snow to go away — — —</li> <li>• Spring clean-up with include some tree trimming and regrading at the north east corner of our parking lot. The water from the parking lot needs to flow into the wetlands.</li> <li>• New trees are ordered for the west side of the rectory Joe Senglub will handle these plantings. The driveway approach to Father Dan’s garage needs to be redone also.</li> </ul>
<p><b>Stewardship</b> <b>John Hoffman</b></p>	
<p><b>Finance</b> <b>Cindy Maloney &amp;</b> <b>Kelly Wiza</b></p>	<p><b><u>Finance Committee Meeting -</u></b> <b><u>Monday, March 18, 2019</u></b></p> <p><b><u>Review of February Financial Statements</u></b> - We are currently \$177,000 behind as compared to February 2018. We are short on a weekly basis between income &amp; expenses on average of \$2,700 a week.</p> <p><b><u>Financial Red Flags:</u></b></p> <ul style="list-style-type: none"> <li>• Parish Support down significantly from 2018</li> <li>• School Budget miss on projected enrollment #</li> <li>• Considering a number of different ways to decrease the deficit. A letter will be sent to parishioners/shared at mass to make sure all are aware.</li> </ul> <p><b><u>Capital Expenditures Update</u></b></p> <ol style="list-style-type: none"> <li>1. Gym Floor / Heating – tabled</li> <li>2. Altar floor refinishing - tabled</li> <li>3. Gathering Space Paint, Other Rooms – we have not seen proposals yet</li> <li>4. Secured Entrance &amp; Security system - will be complete before the end of the school year (needs to be completed by end of 2019).</li> </ol> <p><b><u>2019-2020 Budget</u></b> - In process. Deficit budget has to presented to Arch in April, balanced budget or surplus has to be submitted in May.</p> <p><b><u>New Member</u></b> - Ron Knaflic will join the committee next month.</p>