

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 10/22/2019 6:30 PM -8:30 PM | *Meeting called by* John Hoffman

Council Members Present: Fr. Dan Volkert, Kelly Wiza, Michelle Michel, John Hoffman, Kathy Galando, Lynn Dreist, Samantha Davis, Pat Seegers, Steve Paquin, Cindy Maloney, Britney Fowler

Excused: Kathy Huiras

Time	Item	Owner
6:30-6:35PM	Opening Prayer	Fr. Dan
6:35-6:50PM	Mary MacDonald School Report	Mary
	<ul style="list-style-type: none">- Weekly update for staff and parish staff- Recently completed school improvement goal for the diocese- I. Academic Excellence Goals<ul style="list-style-type: none">o 3% increase above grade levelo Targeting reading and matho Testing reading level of K5-8 3 times a year (this is the first time)o IOWA tests also used for grades 3-8- II. Catholic Values Goals<ul style="list-style-type: none">o All students participate in 2 outreach projects every yearo Learn the value of their service to the communityo Will share these projects with the Parish- III. Faith Filled Community and Beyond<ul style="list-style-type: none">o Working on behavior choiceso Working on implement the entire culture of the school and bring it from good to great.o Reduce office referrals and student referralso “Wildcat Way” New pledge to be implemented in Januaryo Promote positive behavior and award “paws” on bulletin board to promote good behavioro Kindergarten wall song- Enrollment at 102 students- Marketing committee working hard to build enrollment in coming years- K3/K4 hired a half time aid to help out in that classroom because of the number of children that room landed at- Collaborating with St. Jerome and St. Joan about shift in grading standards.- Need to begin looking for new PE teacher- Also working on inspiring more families to come to weekend masses- Each grade doing many and great things!	

Time	Item	Owner
	<ul style="list-style-type: none"> - IOWA tests <ul style="list-style-type: none"> o School wide graph presented 	
6:50-7:05PM	<p>Old Business</p> <ol style="list-style-type: none"> 1. Eyes and Ears <ol style="list-style-type: none"> a. Need to submit family photo's to Jan Lamparski b. Old Palms disposal? c. So impressed with Hank's passing and the support from the parishioners d. Great second holy water font 2. Retreat Follow Up <ol style="list-style-type: none"> a. Margaret was a wonderful presenter b. Loved how she broke down each of the 3 words c. Early morning half day was great d. What are the next steps from the ideas that we created? <ol style="list-style-type: none"> i. Year of catechesis 3. Check in with Liaisons <ol style="list-style-type: none"> a. This is the year of catechesis. b. MUST BE DOING THESE DISCUSSIONS WITH COMMITTEES 	Kelly
7:05-7:20PM	<p>New Business</p> <ol style="list-style-type: none"> 1. Common Meeting Night Structure <ol style="list-style-type: none"> a. Want to make sure the meeting is tighter b. Criteria and uniform with the information that is presented c. Staff giving to their ministries d. Want to run a smart meeting and a number of committees are meeting after. 	Kelly
7:20-7:30PM	<p>Fr. Dan's Report</p> <ul style="list-style-type: none"> - New evangelizing idea <ul style="list-style-type: none"> o More effective way to evangelize is through internet o People joining parishes is by searching the website o We need to utilize this to our advantage o Each ministry create short videos and we post them on the website <ul style="list-style-type: none"> ▪ Way to showcase what that ministry does ▪ Any time of day can take a look at who we are. Best way to cast out who we are. o St Paul parishioner to help assemble the videos <ul style="list-style-type: none"> ▪ We can give him pictures, quotes, statements, facts o Be creative to go beyond the walls to show others who we are o Stewardship is going to be the geneau pig o 20-30 pictures for a 2 minute video o PC would be the next, Finance, Faith Formation, School, Human Concerns o Stewardship going to have a strong focus on Belong, Believe, Become. o Pastoral Council needs to come up with ideas. 	Fr. Dan

Time	Item	Owner
	<ul style="list-style-type: none"> - Kathy Amidei (Nov 13) <ul style="list-style-type: none"> o Be greeters o Hospitality at the end (Dessert) - Potential of Capital Appeal for the diocese <ul style="list-style-type: none"> o Are going to do it. Don't know when but hired a consulting firm to figure out when and what phase we want to be in o Initial goal was \$250,000,000 but now scaled back to \$150,000,000 	
7:30-7:45PM	<p>Everyday Stewardship Discussion</p> <ul style="list-style-type: none"> - Why do we do things the way we do stewardship wise? <ul style="list-style-type: none"> o Feel good? o Doesn't have to be big massive gestures, could just be the little things. o Can teach through actions when doing have words o Element of persistence with little actions don't worry about losses or the score, just stay driven. 	Michelle
7:45-7:50PM	<p>Thank You Cards</p> <ul style="list-style-type: none"> - Sue Counsel – Additional Holy Water Font - Jim Brahm – Work on the raffle 	All
7:50-8:20PM	<p>Committee Reports</p> <ul style="list-style-type: none"> - APC meeting Tuesday, October 29. Need representation. - Faith Formation <ul style="list-style-type: none"> o Meeting every other month o No chair person still. Staff leading the meetings o Older kids are enjoying Alpha o Faith formation was added to our ministries for presentation for January 28th. - Human Concerns <ul style="list-style-type: none"> o Circle of life ran their sessions this summer with good attendance o Mass of remembrance on Nov 4. o Baby bottle boomerang bring back anytime. o Giving tree paperwork was submitted. o 7 days of service in September good support for care bundles o Sign up with for St. Ben's - Prayer and Worship <ul style="list-style-type: none"> o Looking for new members o Need people to help decorate o Security update doors are locked 10 minutes after mass starts o Looking for EMT for all masses as well o Need more servers can we broadcast to adults? - Building and Grounds <ul style="list-style-type: none"> o Clean up tomorrow afternoon o Finance approved purchasing 4 more security cameras. Tim Dittman will install. - Finance 	Kelly/All

Time	Item	Owner
	<ul style="list-style-type: none"> ○ Financial red-flag is that giving is down. Still trying to find ways to close that gap. ○ Talked a lot about the videos ○ Fundraising forms all due in December <p>- We need PC video ideas</p>	
8:20-8:25PM	Calendar of Events <ul style="list-style-type: none"> - November 13 – Parish mission speaker - Common Meeting Night – Tuesday, November 19 - Next Pastoral Council Meeting – January 28, 2020 	Kelly
8:25-8:30PM	Closing Prayer	Michelle

Committee Reports

Committee:	Report:
APC: Cindy Maloney and Michelle Michel	Meeting Monday, October 28. Cindy is unable to attend so Kelly will attend in her place along with Michelle.
Communications: John Hoffman	
Faith Formation (1 st Monday - every month) Samantha Davis	<p style="color: #FF8C00; font-weight: bold; margin: 0;">Agenda</p> <p style="color: #008080; font-weight: bold; margin: 0;">Last Meeting Follow-up</p> <p>Minutes approved</p> <p style="color: #008080; font-weight: bold; margin: 0;">New Business</p> <ol style="list-style-type: none"> 1. Process of Sending Minutes <ul style="list-style-type: none"> ● Send minutes to secretary of Parish Council ● Reply within 5 business days from committee 2. Rotate leadership of FF staff alphabetically; Amy, Jennifer, Karen, Mary 3. Determined to meet every other month (August, October, December, February, April, June) - 1st Monday of the month, alternating parishes 4. Review of Child Ministry (Amy Golden) <ul style="list-style-type: none"> ○ Internet Safety Seminar - October 17 at St Bruno ○ 1st reconciliation parent meeting October 8 ○ Teaching in the school (CGS and working to prepare the 2nd graders for sacraments) 5. Review of Child Ministry (Karen Farrell) <ul style="list-style-type: none"> ○ Sacramental preparations parent sessions ○ Planning classes ○ Rescheduled MS retreat ○ Women’s Breakfast in January 6. Review of Youth Ministry (Jennifer Geisler) <ul style="list-style-type: none"> ○ Alpha Youth Program in High School is resonating well with the youth ○ Working on what comes after Alpha ○ Looking for catechists ○ 12th graders expressing interest in doing Alpha series

	<p>7. Review of Adult Ministry (Mary Kral)</p> <ul style="list-style-type: none"> ○ Alpha series for adults ○ Fall Faith Speaker - How our faith life is strong ○ RCIA - 2 members <p>3</p> <p>8. Retreat Review</p> <ul style="list-style-type: none"> ○ Amy Golden - St Paul's retreat was fantastic, stewardship cultures in our community, September 26 & 27 retreat at Holy Hill for 7th and 8th grade ○ Karen Farrell - Belong, Believe, Become - we all live a story & share that story, rescheduled MS retreat ○ Jennifer Geisler - 9th & 10th grade retreat on December 6 & 7 at St Paul will learn of the <i>Holy Spirit</i>. Looking for volunteers. <p>9. Pastoral Council Updates</p> <ul style="list-style-type: none"> ○ Samantha Davis - Retreat, template for liaison ○ Dan Z. - Staff reporting to council, voiced concerns from parish members Alpha with kids, how are we incorporating Catholicism response? Jennifer Geisler reiterated their relationship with God comes first, they are aiding the kids to fall in love with Jesus. The relationship is belonging to Jesus. Starting with Jesus is the cornerstone. Bring Christ to the students and bring their souls to heaven. <p>Next Meeting Agenda Items</p> <p>December 2, 6:30 pm at St Paul Parish - Jennifer Geisler to lead</p>
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<p>Human Concerns (2nd Tuesday – every other month) Michelle Michel & Kathy Huiras</p>	<p style="text-align: center;">Human Concerns Bullet Points for Pastoral Council Meeting October 22, 2019</p> <ul style="list-style-type: none"> • The Human Concerns Committee met on Tuesday September 10, 2019. • Bereavement (Circle of Life): The session that ran June 11 through July 30 was attended by 11 people. Several had attended previously. The group had a dinner in August and will attend follow up meetings in September and October. The Mass of Remembrance will be at St. Paul's on November 4th. The ministry sends 170 cards/year (for 5 years) to those who have lost a loved one in the parish. • Former Guatemalan Ministry Status: Deadline for distribution of funds by prior donors was 9/1/19. Any remaining funds will be held for use in the church general account. • Family Promise Meals: The HCC continues to supply a meal each few months for Family Promise. A notice is now placed in the bulletin in the weeks prior to each meal requesting the donation of meal items. • Respect Life: Nothing to report in the interval since the May HCC meeting. As October is Respect Life month, ideas were discussed including a table with information in the Gathering Space and perhaps having the Baby Bottle Bommerang in October. • Prayer Shawl: Nothing to report. • Health Ministry: Nothing to report. • St. Ben's ministry: All is running very smoothly. There have been ample food donations and volunteers to serve. • The application was submitted to the parish office for the annual Giving Tree project with requested dates of 11/29/19 - 12/15/19 for the use of the Gathering Place. Charities receiving donations would be the same as last year (Life's Connection, St. Ben's, St. VDP, Hebron House, and Family Promise). • Updated Committee and Ministry Booklets were distributed to HCC ministry leads.
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	<ul style="list-style-type: none"> • Everyday Stewardship Readings: An Everyday Stewardship book was given to the HCC chair. The reflection on pages 30-31 was distributed to HCC members prior to the meeting for discussion • Belong – Believe – Become (BBB): The document describing the BBB “movement” was distributed to all ministry leads. Several members at the meeting had attended the retreat on Saturday Sept. 7th. All have very positive comments about the retreat and the speaker. • Archdiocese “Seven Days of Service” event in September was discussed. Info has been posted in the bulletin concerning: <ul style="list-style-type: none"> ○ Care Bundles for Catholic Charities: St. B collection and St. Jerome’s assembly ○ St. Vincent de Paul: 7 Days of Service • Next HCC meeting will be Tuesday November 19, following the Common Meeting.
<p>Prayer & Worship (4th Monday – every month)</p> <p>Kathy Galando & Kathy Huiras</p>	<p>Present: Anna Marie Filipiak, Kathy Galando, Carmela Matysiak, Mark Mrozek, Fr. Dan Volkert, Sue Siepmann</p> <p>Minutes of May Meeting approved</p> <p>Committee Updates:</p> <p>Membership</p> <ul style="list-style-type: none"> • Debbie, Cheryl, Louise & Kathy P. will no longer attend committee meetings • Debbie will still coordinate the Easter and Christmas Masses she has done in the past • Louise will continue to coordinate the Lectors • Updates made to committee contact information • Do not presently have a secretary • Sue has agreed to chair the committee for the 2019-20 year • Kathy will remain the Pastoral Council Liaison • Seeking new members & a secretary <p>Meeting dates & times</p> <ul style="list-style-type: none"> • Will have four meetings for the 2019-20 year: <ul style="list-style-type: none"> – August planning meeting – <i>August 26</i> – Advent/Christmas meeting (Advent begins Dec. 1) – <i>October 28</i> – Lent meeting (Ash Wednesday is Feb. 26) – <i>January 27</i> – Holy Week/Easter meeting (Holy Week begins April 5) - <i>February 24</i> <p>Minutes</p> <ul style="list-style-type: none"> • When we have a secretary, we will approve the minutes by email within a week so as to have them distributed & posted on the parish website on a timely basis. <p>Art & Environment</p> <ul style="list-style-type: none"> • Pretty set until December. 2020 dates will be set up & given at the next meeting <p>Security Update</p> <ul style="list-style-type: none"> • The front doors are locked 10 minutes after Mass begins • Chapel doors will also be locked during Mass • Security Committee would like to have an EMT/First Responder at every weekend Mass <p>Mass of Remembrance</p> <ul style="list-style-type: none"> • Will be at St. Paul on the first Monday of November

	<p>Stewardship Update (talent)</p> <ul style="list-style-type: none"> • The Stewardship Fair is currently planned for Spring 2020 • The St. Bruno School students will be helping out on weekend Masses with Ushering, helping with food, handing out bulletins & possibly choir. Welcome weekend is the third weekend of the month <p>Choir - practice will begin September 4</p> <p>Closing Prayer</p>
<p>School (2nd Monday – every month) Britney Fowler & Lynn Dreist</p>	<ul style="list-style-type: none"> • Opening Prayer: Rachel Turner and Mary McDonald Back to School Prayer • Approve August Minutes: Rachel Turner went over minutes and approved by all • Principal’s Notes: <ul style="list-style-type: none"> ○ Mary to make sure a representative from Staff to show at meeting ○ As of 9.9.19, 102 students enrolled: two new 3K and one 2nd grader since school started ○ Father Dan will make an appearance for September 12 parent night September 25 grand parents day September 26th 27th holy hill 7 and 8th grade . Harvest Dance he may attend. ○ Posters for character traits and good behavior - Feeling of inclusiveness. Kindergarten wall song. ○ Common Meeting Night: November 19th 7pm open to whole Parish ○ Tracking Volunteers - Steve prepping doc : Tammy, Mary and Steve working towards quarterly hours; Passport to participation at Parent Night. ○ Newsletter for 9.11.19 - Mary will write that Serving, Assisting at Church, Welcome Weekend, Little Lambs Nursery all count: ○ Monday Noon for weekly newsletter deadline: For Wednesday newsletters ○ Welcome Weekend Needs: Personal phone calls made my Room Parents to encourage involvement. ○ Aimee Daniels recommended parent representation of every grade for our committee. Would need K3,K5, 6th and 7th grades. ○ Room Parents Organize parties, communicate with parents with encouraging event participation, organize maybe 1 outside school event. ○ Spirit Wear - Tammy will continue to oversee and use Mid-City Sports, Ask School Committee to provide opinions about types of spirit wear to offer: Gym Uniform (leggings with shorts) Another meeting further. Mary talking to Julie about uniforms and leggings. • Discuss Everyday Stewardship & BBB reading - Attached to today’s email: Britney informed us of Father Dan and Parish/Pastoral Council new reflection of stewardship. Help with the word stewardship to be less aggressive of a thought. More about loving and interaction less about money. <ul style="list-style-type: none"> ○ Belonging examples - changing your seat at mass. Introduce yourself to a new parishioner or one you may know but don’t know their name. Father Dan shared that Arnie cleans church on Wednesday after Mass with no fanfare. Margaret Roadie our culture shifts much bigger now. ○ Opening it up to relationships instead of demanding a blind following. v ○ A velvet glove approach to have a more welcoming feeling

	<ul style="list-style-type: none"> ○ Accept the person not the behavior. ○ Every month Everyday Stewardship will be brought to every meeting over the course of the year. ● Motion to change meeting times to 530 or 600?? 5:30 Approved ● Parent Night - Committee will have a table, prepare a tidbit for beginning of parent night : Rachel speaking about parent participation ● Reading curriculum - Katie opened with making sure students are prepared for high school <ul style="list-style-type: none"> ○ Mary shared that starting 9/23/19 - Reading testing grades 4k - 8th. Karen Freres to give testing. Strive for 3 times per year. Cathy Stewart to help 2 hours a week with reading intervention - No cost to students and parents. Luran Reichert to help as well. ○ Katie Are we happy with curriculum. Lucy Calkins and super kids. Karen Freres supports fully through 5th grade. Kim Scanlon uses No Red Ink and Guided reading in small groups read naturally A to Z used in Chromebooks. ● Movie Night reboot - Get some dates scheduled: October 10th Thursday? off school the 11th - 600pm arrival 6:30 movie December 6th - Rachel to check with Mark on school calendar for these dates. Brittney will check in changing location for night of columbus. KEYS???? - Mary following up on key access ● 4k Mass Participation Concern: Tatum Hain requested clarification on 4K Mass participation. Mary MacDonald will look into further. Abby from KMSD responded that no 4Kers enrolled through KMSD can attend Mass because it is a public school program. <ul style="list-style-type: none"> ○ Britney to check with a St. Jerome family - They stated that they do not have an enrollment relationship with Oconomowoc School District. ALI of their 4Kers attend Mass. ○ Abby from KMSD has stated that any 4Kers enrolled through KMSD cannot attend Mass because the district pays for the AM portion of the school day. ● Closing prayer
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<p>Building & Grounds (2nd Tuesday every month) Pat Seegers</p>	<p>Buildings and Ground Meeting, Tuesday, October 8,2019 7:00 p.m.</p> <p>Members Present. Mike Chilson, Paul Tabat, Mary Daniel</p> <p>Numbers are installed on doors on the whole campus this now completes the safety committee’s list of things to be done for their Master Plan. Thank you to all who helped with this project.</p> <p>Mike will put the picnic tables legs up on bricks to keep them off the ground for the winter, this will provide some insulation from the ground moisture.</p> <p>Thanks, Mike.</p> <p>Wednesday, October 23 from 3- dusk, we will do a small Fall cleanup, pruning up trees, so signs are visible and taking down the really dead ash tree in the parking lot. (Mike has the</p>
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	<p>tree down already) We will be losing another 3 ash tree to the ash borer by Spring and Summer of 2020.</p> <p>I sent notice of the cleanup to Mark M, Sue in the office and Jan for a flock note. for insertion if possible in the bulletin, etc. It looks like it did not appear, so spread the word. Sharon Burt said she would try to come also.</p> <p>Jim Siepmann is planning on the back parking lot moving of dirt, so the water from storms and snow melting drains into the wetland, weather dependent.</p> <p>See you the 23rd, at 3:00 to dusk, bring your chain saws, big pruners and rakes.</p>
<p>Stewardship John Hoffman</p>	<p>Did not meet.</p>
<p>Finance Cindy Maloney</p>	<p><u>Old Business:</u></p> <p>A. <u>Approval of August Meeting Minutes</u> – Minutes for the August 19th, 2019 meeting were approved as written.</p> <p><u>New Business:</u></p> <p>B. <u>New member welcome and introductions</u></p> <ul style="list-style-type: none"> ○ Introductions of new member to FC existing members <p>C. <u>Review of August Financial Statements</u></p> <ul style="list-style-type: none"> ○ Statements reviewed and explained to new members <p>D. <u>Financial Red Flags</u></p> <ul style="list-style-type: none"> ○ Giving for the month was noted as \$15K below budget. ○ Mortgage payment includes additional principle for August. That will change starting in September. ○ Refinance of the mortgage was discussed with the Bank. It was suggested that we wait as a rate change is anticipated in the near future. ○ Quarterly Income statements are being mailed to Parishoners along with an update on the state of giving. ○ Giving continues to be down. Large donation in 2018 reflects the major difference from this year to last. <p>E. <u>Pastoral Council Update</u></p> <ul style="list-style-type: none"> ○ No report. <p>F. <u>Capital Expenditures</u></p> <ul style="list-style-type: none"> 1. LED Lighting in the church /gathering space – replace with LED as needed ○ Building and Grounds needs to put together a list of Large expenditures for long term planning. <p>G. <u>Fund Raising Request Forms</u></p> <ul style="list-style-type: none"> ○ Steve provided the calendar of requests for fund raisers. It was noted that some additional fund raisers still needed to be tracked down. The group reviewed the calendar. <p>H. <u>Guatemala Fund Allocation</u></p> <ul style="list-style-type: none"> ○ The total amount of funds is curenly at \$45,032.00

- Donors that have responded to Allocation is \$34,532.00
- No response has been received for Allocation of \$10,500.00

A motion was made by Ron and seconded by Kathy to Add the \$10,500.00 from the Guatemala fund to the Capital Expenditure, 2950-2 unrestricted. The motion was passed

I. Security

- Additional security cameras would like to be added to the campus. The cost for 4 cameras would be \$400.00 to \$500.00 each for the equipment. Tim Dittman would be doing the installation at no cost to the Parish.

A motion was made by Ron and seconded by Kathy to Spend an amount not to exceed \$2,000.00 for the purchase of 4 additional security cameras. The motion was passed.

J. Information on active givers vs. the list of parish members

- Next meeting – October.

K. Council Position Appointments

- Need to PC liaison – will be selected at the next PC meeting

L. Open

- Common Meeting Night will be held on November 19th at 6:30 pm in the Church.

The next Finance Council meeting will be Monday October 21st, 2019, at 6:30 PM at St. Paul's Parish.

The meeting was adjourned at 7:45 PM.