



**Pastoral Council Regular Meeting
St. Elizabeth Room
August 20, 2019**

Present: Fr. Dan Sanders, Fr. Matthew Jacob, Susan Arensmeier, MaryElise Cervelli, James DeGuire, Jim Karolewicz, Jim Kochan, Monica Misey, Joe Russell

- I. Opening Prayer – the meeting opened at 7:10 PM with a reading by Fr. Dan of the prayer for church dedication that will be said by Bishop ListECKI during the ceremony on December 22.

- II. Housekeeping Items
 - a. Approval of July 16 Meeting Minutes – a motion to approve the minutes was made by Susan and seconded by James. The motion passed with unanimous approval.
 - b. Pastoral Council and/or Staff Membership Updates – no updates to report.
 - c. The next Parish Life Night is on September 10 from 6:30 – 8:30 PM. The meeting will begin in St. James Hall. Fr. Dan has asked the new staff members to attend to introduce themselves and meet the attendees.
 - d. The next scheduled Pastoral Council Meeting is on September 17.
 - e. Lumen Christi Age of Wisdom Picnic – Wednesday, September 4 (11:30 AM) at Rotary Park, South Pavilion (parishioners 55 and older - \$15).
 - f. Casino Game Night (raises funds for our parish youth athletics program) – Saturday, September 21 (7 – 10 PM - \$60).

- III. Commission Reports and Actions (see attached)

- IV. Buildings and Grounds Committee Charter – James discussed his thoughts on the creation of charter for management of the two buildings, two houses, cemetery and grounds.
 - a. Proposed development of a formal charter for the Buildings & Grounds Committee. This would include, but not be limited to the following: membership, scope of committee's responsibilities, level of authority of the committee has when it comes to matters of the physical facilities on campus, etc.
 - b. With two major capital projects completed by the end of 2019, it would be beneficial to assess the condition of the campus for things like deferred maintenance, service agreements for building systems, staff training on operation of systems, etc. Specifics would be enumerated in the charter.
 - c. Request would be that the council discuss and vote to approve the creation of charter for the Building & Grounds Committee. James would take responsibility as the principal author, if the request was approved. Preliminary members would include the following (additional members based on interest): James DeGuire, chair; Fr. Dan, Fr. Matthew, Jane Bartlett, Jim Sabec.

There was general agreement that ongoing management was very much needed. James will draft a charter and present at the next Finance Council for feedback.

- V. Pastor Update and Miscellaneous Items
 - a. Church Construction – a request has been made to turn off the HVAC units for two weeks beginning August 21 to allow time for their removal and replacement. Fr. Matthew suggested



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- researching if the units could be turned back on from Friday through Sunday to eliminate the impact on those attending Mass and other activities. Fr. Dan asked Fr. Matthew to follow-up with the construction project manager. Fr. Dan mentioned several donors had come forward with generous offers for specific aspects of the building project. We are blessed to have received these donations. Cookies will be provided after all Masses this weekend to mark the halfway point of the construction effort and to thank parishioners for their patience throughout the process.
- b. Dedication Ceremony - the committee working on the dedication ceremony continues its work to plan the logistics. Fr. Dan asked the Pastoral Council members to agree to greet attendees at the ceremony. All attendees readily agreed to do so.
 - c. Time Capsule – James has contacted an organization that has agreed to fabricate the capsule. Significant discussion occurred regarding potential contents:
 - Items that reflect the history of the parish, including both St. James and St. Cecilia
 - Items that represent the light of Christ (e.g., candle)
 - Liturgical items (e.g., rosary, medallions)
 - Digital media (e.g., photographs, musical recordings)
 - Items reflecting the Mequon community (e.g., a copy of the Mequon Beacon that profiled Fr. Dan)
- Monica mentioned she had been thinking about the challenges facing the church at large and recalled the meeting where a decision was made to move forward with the building project. The decision reflected the faith in the future of the parish. She suggested that a document memorializing the decision be including in the time capsule. Fr. Dan asked her to create an initial draft of the document. Fr. Dan suggested that it would be a good idea to bless the contents of the time capsule at weekend Mass prior to the contents being placed and the capsule enclosed in the building. The timeframe for doing so would be in the fall. After some additional discussion, there was agreement that it would be helpful to use the next Parish Life Night in September to request additional input and display proposed items.
- d. Fall Clean-Up – volunteer clean-up of the grounds will occur on Saturday, October 12.
 - e. December Pastoral Council Meeting – the date of the December meeting will be changed from December 17 to December 10.
 - f. Staff Human Resource Management – Sue Martin and Patty Schauer are working with Fr. Dan to ensure performance reviews and personal development plans are in place for all staff. Fr. Dan will address for Catherine Orr and Kelly Fife in the coming weeks. Staff leadership will be responsible for doing so with their teams.
 - g. Staff All hands Meeting – the next meeting is scheduled for September 11 at 1PM. Joe will attend to support communication between staff and the Pastoral Council.

VI. Vespers - the meeting closed at 8:30 PM with vespers.

Respectfully submitted by Jim Karolewicz

Commission Liaison Updates for Pastoral Council Meeting on August 20, 2019

- **Stewardship (MaryElise Cervelli)**
 - No new updates
- **School (Joe Russell & Ken Sosnowski)**
 - School starts next Tuesday, August 27, 2019.
- **Human Concerns (Monica Misey and Cathy Liska)**
 - The latest meeting of the Human Concerns Commission occurred on August 19.
 - A presentation on domestic abuse, sexual violence/assault and mandatory reporting was given by Mary Knetter, the Director of Advocates of Ozaukee. The presentation was very informative and will
 - Marge Sebern distributed a series of prayers for migrants, refugees and asylum seekers developed by the US Conference of Catholic Bishops and Susan Weishar, Jesuit Research Institute, Loyola University New Orleans. To engage parishioners, the prayers will be included in future issues of the Sunday bulletin, as well as Flock Notes.
 - Susan Seeby from the Congregation of Sisters of St. Agnes (CSA) has invited five people from Lumen Christi to have breakfast with Glenn Grothman to discuss migrant justice, end of child detention and the humane treatment of families. Volunteers interested in participating will be contacted when a date is set.
 - Catherine Orr discussed an educational series of four films she is planning for October in concert with Respect Life month. They will be shown after the Saturday evening masses and include hospitality. Additional information will be provided in upcoming Sunday bulletins.
- **High School (Drew Braaten)**
 - No new updates
- **Building Items (Doug Borys, Susan Arensmeier)**
 - The Arts & Furnishings Committee will be meeting tomorrow at 1:30 PM to review the materials to be used for decoration of the church, including the Our Lady of Guadalupe shrine.
- **Finance (Jon Van Drisse & David Kriete)**
 - No new updates
- **Deanery Level Items (Doug Borys)**
 - No new updates.
- **Catholic Formation (Susan Arensmeier, Karen Bersch)**
 - Staff Changes
 - **Michael Mueller** resigned and his last day will be Friday, August 23. He leaves LC to take the position of Director of Admissions at Dominican High School. We are indebted to Michael for his fun, interactive programs and the development of a student led confirmation program. He is gifted in graphic design and was the go-to person for all things technology in the parish office. It was a privilege to watch Michael mature and develop under the careful mentorship of Jon Metz. We will miss him and look forward to watching him flourish at Dominican. **Amy Kroll** will be taking over high school ministry from Michael.
 - Our new Middle School Minister is **Nikki D’Cruz** (replacing Amy Kroll).
 - Our new Coordinator of Catholic Formation is **Hannah Haseley** (replacing Julia Warshauer).
 - **Kate Heinzman** joined LC as the Director of Child Ministry on August 1. Already, Kate is hard at work recruiting catechists, meeting the school teachers and analyzing curriculum. She is brimming with enthusiasm for the things she wants to do with the K4-grade 5 kids. One focus that is already clear is Kate’s passion for making all the children at LC, both in school and in CF, bound together in their love for Christ and His church. Prior to her arrival

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at Lumen Christi, I Kate worked at Saint Luke in Brookfield as the Formation Coordinator for Young Children. In addition, Kate was a 4K teacher at Saint Alphonsus School in Greendale.

If one were to ask what three things Kate is most steadfast and committed to, she would say:

- Her faith
- The strength of family and friends
- Working with young children to develop their Christian faith
- We are currently interviewing for a youth minister and will have the position filled shortly.
- **Jon Metz** – Jon will be teaching two classes at Marquette University this fall on Monday, Wednesday and Friday mornings so will be in those days at noon.
- **Family Ministry** – The Mom’s group begins again in September and several SOULCORE sessions are being held in St. James Hall. Soulcore is gentle yoga done while reciting the rosary.
- **High School Ministry** – Jon led an outreach trip with 30 teens to North Carolina in July. There was a combined middle school and High School trip to Noah’s Ark and Michael continues to meet with teens to get them involved in the upcoming CF sessions.
- **Middle School Ministry** – The middle school students had an immersion experience in Milwaukee on August 9 and 10 and went on an outreach trip to Chicago August 2,3,4. A capture the flag party and BBQ is at the end of the month.
- Focus for the remainder of the month will be on staff reorganization to cover high school ministry and getting parishioners to commit to teaching for the year in CF.
- **Prayer and Worship (Jim Karolewicz & Jim Kochan)**
 - Orientation meeting for Ushers/Greeters was held. Fr. Dan indicated that a change in focus from process to attitude will be needed to keep volunteers engaged and ensure we provide a welcoming presence.
- **Trustee Level Items (Jon VanDrisse & John Clark)**
 - No new updates.
- **Pastoral Leadership/Staff (Joe Russell)**
 - No new updates.