

Pastoral Council Agenda

March 1, 2018

Time: 6:45 pm Location: SFC – Main Office Conference Room

Attendees:

Staff

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| <input checked="" type="checkbox"/> | Fr. Nathan Reesman | <input checked="" type="checkbox"/> | Katie Schaitberger | <input checked="" type="checkbox"/> | Rick Doll |
| <input type="checkbox"/> | Fr. Justin Lopina | <input checked="" type="checkbox"/> | Jill Maria Murdy | <input type="checkbox"/> | |

Immaculate Conception

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| <input type="checkbox"/> | Catherine Yekenevicz (trustee) | <input type="checkbox"/> | Lori Lehnerz | <input type="checkbox"/> | Rafael Vela |
| <input type="checkbox"/> | Janice Bodden (secretary) | <input type="checkbox"/> | Mary Swosinski (trustee) | <input type="checkbox"/> | Sue Nygaard (chair) |
| <input type="checkbox"/> | Kris Deiss | <input type="checkbox"/> | Mike Falkner (vice chair) | <input type="checkbox"/> | Don Theisen (finance) |
| <input type="checkbox"/> | Mike Walter | <input type="checkbox"/> | | <input type="checkbox"/> | |

Saint Frances Cabrini

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| <input checked="" type="checkbox"/> | Andrew Kolb (chair) | <input checked="" type="checkbox"/> | Dave Kohlmann (trustee) | <input type="checkbox"/> | Lynn Corazzi (secretary) |
| <input checked="" type="checkbox"/> | Anne Marie Danaher | <input checked="" type="checkbox"/> | Jarrold Lehnerz | <input checked="" type="checkbox"/> | Mary Herdrich (trustee) |
| <input checked="" type="checkbox"/> | Bob Roecker | <input checked="" type="checkbox"/> | Joe Vespalec | <input checked="" type="checkbox"/> | Sara Sauer |
| <input checked="" type="checkbox"/> | Dave Gugg | <input type="checkbox"/> | Lisa French (vice chair) | <input type="checkbox"/> | |

Meeting Topics – SFC Only, No Immaculate Conception Meeting this Month

- Opening prayer
 - Katie opened in prayer.
- Approval of minutes
 - Dave Kohlmann Approved, Bob Roecker Seconded.
- Updates from Fr. Nate & Staff
 - Staff and Religious Formation Update
 - Sounding board discussion on the results of the most recent Catholic Formation Cmte meeting and plans for developing a family formation model, Mass time changes.
 - Proposed Mass change to 10:30am starting Labor Day Weekend.
 - Family Formation Model under development offering a Sunday morning time and a week night. More information to come on this as it develops.
 - Jill Maria will begin discussion with the Choir on the best way to handle the change in time for rehearsal.
 - Staff hiring progress
 - All positions have been receiving applications. We would like to try and have positions hired by Easter if possible.
 - Capital Project Update
 - Church Roof: Several bids are currently in. Best bid to date would want to do it in a two year cycle. Debating starting with the flat roof this summer and next summer doing the steeple.
 - Middle School Roof: \$118,000 depending on the replacement of decking. 30 year warranty on this because we are replacing the insulation.
 - Parking Lot (Lower): Worst case scenario \$325,000. Russ putting together a spreadsheet with bids. Would like to start as soon as possible on this project even if it means before the end of the school year to ensure that it is ready to go by September.

- Campus Door Locks: \$56K bid current. Rick Doll is meeting with them on Friday to finalize the proposal.
- Exterior Lighting: All on hand, Russ just needs to have time to install.
- School HVAC: Rick has been in touch to make sure the orders have been put through, but we have not heard back from them. Current costs look lower from what was budgeted.
- Windows: Received the quote today, will be placing order tomorrow. Quote is similar to what was expected.
- Lower Level Office Space: Will be creating the lower level into two office spaces for the Catholic Formation Department. The part time staff members will be placed below.
- Request: Next Pastoral Council meeting, would like to have the spread sheet updated to review where the income and expenses are currently at. Review the cash flow next month.
- Question for Buildings and Grounds: Which items are the most in need on our repair list? Father Nathan listed his items, but Rick will bring to the Buildings and Grounds.
 - Middle School Roof
 - Lower Level Parking Lot
 - Could wait on the Church Roof if absolutely needed.
- Updates on early childhood center
 - There are currently four applications. Mr. Hilts is hoping to have interviews shortly. Once a director is hired, they will help to make the rest of the decisions going forward.
 - The goal will be to have the main room of the Ed Center available in the evenings for groups to meet. Would like to propose having movable tables and chairs in the Ed Center that could be set up by groups.
 - Council would like to make sure that when the building is looked at for the ECC that the whole space is looked at. They are open to keeping Journey in the building but would want to make sure that the current space is best for the ECC. Concern over the smaller bathroom location was noted as a reason for Journey to be on the other end of the building.
 - Sara Sauer raised the point that the Boy Scouts may be looking for Eagle Scout projects. Please let her know if there are ways the Scouts could help with this project.
- Next terms and new Council members progress report
 - Annemarie, Bob and Lisa are all at the end of their first year terms.
 - Lisa gave information for nominations to Tammy for the bulletin.
 - Need to set the discernment date for the Pastoral Council.
 - Bob has spoken with Jim Wesp to lead the discernment session.
 - Date proposed is May 22, 2018 at 7pm in the Mother Cabrini Hall.
- New Discussion Items
 - Approve the budget for SFC (See handout from Rick)
 - Budget Approved by Mary Herdrich and Dave Kohlmann Seconded
 - Highlights:
 - Reduced Stewardship by \$25K due to history trends.
 - Offertory is also reduced.
 - Reduced Youth Ministry revenues by \$7500, correlating to what we have seen this year.
 - School Tuition based on 270 students, currently at 276 students.
 - Budget for \$15,000 for the Alumni Appeal (new this year)
 - Day Care fees ran an estimate on 25 families that were interested in attending, and then moved to 10 full time and 10 part time plus 10 summer school. Reduced by \$20,000 since we don't know what kind of numbers. Still shows a program surplus at this point.
 - Expenses:
 - Admin wages up by \$5,000 from last year's budget. Included the new positions in this.
 - 2% increase in the health insurance, all new employees assumed to take single health

- insurance.
 - Arch. Assessment increased by \$9,000. Diocese raised from 4% to 4.5%
 - Catholic Formation budget is in flux because of the changes.
- Staff will take approved budget to go through line by line and make adjustments. Totals for each department will stay.
- Responding to recent trend of weekly financial contribution decreases
 - Current levels have been trending quite low the last four weeks. We are taking major hits in Stewardship. We have not seen anything like what we have these last four weeks. This is our “bread and butter giving”. Made February budget due to two larger donations.
 - Question posed by the group: When do we bring this to the attention of the parish?

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| Breakout meeting topics: Immaculate Conception |
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No Meeting

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| Breakout meeting topics: Saint Frances Cabrini |
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- Stewardship Committee -- follow up on efforts to create a stewardship /hospitality habits program
- Committee reports
 - Cluster councils (Andrew)
 - No info.
 - Jarrod will be at the next Deanery Council Meeting.
 - Faith Formation (Sara)
 - Updated above.
 - Finance (Lisa/Joe)
 - Updated above.
 - Human Concerns (Anne Marie)
 - Prayer and Worship (Bob)
 - Janet W. Concert drew in around 200 people and was well received.
 - School (Dave)
 - Pancake Breakfast, attendance lower this year.
 - Mr. Hilts shared the Exemplary Status information on Catholic Identification.
 - Stewardship (Katie)
 - Group meets next week.