

SMIC Pastoral Council and Finance Council (FC) Meeting Minutes

Monday, December 9th, 2019

Time: 6:45 pm

Location: SMIC

Attendees:

Staff

Fr. Nathan Reesman
 Fr. Andrew Infanger

Don Theisen (FC)
 Jerry Meulemans (FC)

Art Poehlman (FC)

Immaculate Conception

Catherine Yekenevicz (Trustee)
 Harold Siercks (Secretary)
 Jean Franke
 Kathleen Paul

Kris Deiss (Chair)
 Lloyd Uelmen
 Mary Swosinski (Trustee)
 Mike Falkner (Vice Chair)

Rafael Vela
 Wendy Peters

Saint Frances Cabrini

Anne Marie Danaher
 Cathy Spies
 Dave Gugg (Secretary)
 Dave Kohlmann (Trustee)

Dave Zimbal
 Gregg Jashinsky (Vice Chair)
 Joe Vespalec
 Lisa French (Chair)

Lynn Corazzi
 Mary Herdrich (Trustee)
 Randy Lucka

SMIC Meeting Topics:

- Opening prayer and approval of minutes
 - Fr. Nathan opened the meeting at 6:50 with prayer and invited prayer intentions from the attendees.
 - SMIC minutes were approved from the 11-7-2019 Pastoral Council meeting as the Combined Council and SFC minutes were not available.

- Journey Program relocation updates
 - We are on track for completion of the spaces in the school by this spring.
 - This renovation will put a new bathroom in Mary Abel's existing office. We will then take a 10' wide space from a classroom to create a new office for Mary Abel. The new bathroom is required for the Journey individuals.
 - Donations are on track to cover the costs of the renovation.
 - A Memo of Understanding is being prepared that will outline the sharing of costs, resources, and coordination between Saint Frances Cabrini (where the program currently resides) and St. Mary's Immaculate Conception.
 - The cost estimate of the required fire alarm / monitoring system has not been finalized at this time due to Vendor representatives being replaced.
 - No issues with the existing plumbing or construction requirements have been identified at this time.

- Faith and Family Fest proposed date and updates
 - The plan is to continue to use Regner Park as the location. Some previous discussions were held about moving it to the SMIC campus. Concerns were brought up about inadequate bathroom facilities, parking, etc. and it was felt the park remains the best location.
 - Only minor changes might occur to the activities.
 - A date change to the 1st weekend in October has been discussed with the City. This would allow more time after school has started to plan activities, and moving it earlier might have impacted German Fest and other summer / fall activities.
 - The City has not committed to the requested date as it may interfere with setting up the Christmas light display, but we believe this will not be a significant issue.

- West Bend Cluster Clergy Assignments
 - Fr. Kevin at Holy Trinity in Newberg is completing his 12th year there and will be transferred to a new Parish. It is possible they may not be assigned a new priest, but there are no plans for closing the Parish. If a new priest is not assigned, the Parish will have to share a priest(s) from within the cluster.
 - Fr. Nathan is completing his first full 6 year assignment here. (The six year clock reset when SFC and SMIC were coupled.) If he were to request an additional six year term here that would make a total of 17 years in West Bend, which would be out of the ordinary time for assignments.
 - Fr. Nathan is requesting and could receive a year-by-year extension to help with transition of major projects being started at both Parishes.
 - Fr. Nathan will make a Parish wide announcement at a later date when more information is available.

- Called for More parish-wide survey information and names
 - This is an initiative of the Catholic Leadership Institute to gather information on our Parish activities and support to provide better guidance for our Church leadership.
 - The goal is to survey every member of the Parish, which will provide insight into future planning.
 - A core team will be formed to lead this project. It will consist of five members; Staff position - TBD, Pastoral Council member – Harold Siercks, Two Parishioners – TBD, and an individual to represent our Spanish community – TBD.
 - Several names were discussed to staff the remaining positions, which Fr. Nathan will follow up on.

- Capital Campaign case items
 - At this time we have requested to be in Wave One of the Capital Campaign which will allow us to start getting pledges and receive funds for projects sooner.
 - This is a five year program with a total pledged goal amount of approximately 140% of our recent operating income or \$880,000. This amount excludes special contributions the Parish might have received.
 - 40% of the received pledges will go to fund Diocesan projects, with the remainder coming back to our Parish.
 - To start a project you must have collected the funds in advance. Therefore the start of proposed projects will depend upon the receipt of the pledges.
 - Parish wide communications and education about this process will start in the spring of 2020, with a start of the campaign (assuming we are in Wave One) in the fall of 2020.
 - A number of potential projects were discussed during the meeting, with no specific approval at this time. The following summarizes the top projects proposed and approximate costs if known:
 - **Renovation / updating the heating system.** This would include consolidating three different heating systems that supply various parts of the campus with either hot water or steam into one centralized heating system. The existing heating systems have no backup and cannot support each other so a failure results in a loss of heat to that area. Also the existing heating system does not allow for individual control of heat to separate classrooms which results in some areas too hot or too cold. The new system would provide two heating units for backup and control of individual areas. Total cost is estimated at approximately \$100,000. Due to the age of the systems discussions included doing this project this summer, before the start of the Capital Campaign, and fund it out of our existing Building and Grounds fund.
 -

Front steps and landscaping. This would redo the main entrance into the back of the Church to eliminate the existing slope in the sidewalk and steps. It would also include work on the landscaped area around the church to correct cracked concrete and improve drainage to eliminate water seepage into the church basement that has occurred recently. No firm costs have been established for this project but it is believed this would be approximately \$100,000 and can be delayed until funds have been established.

- **Lobby / Gym breezeway.** This would construct a breezeway and canopy extending out from the entrance in the lobby area. This accomplishes at least two goals. It eliminates the cold air that comes in when the doors are opened, and will provide weather protection out to the parking lot for parishioners. This is particularly helpful to our Parishioners with mobility issues as this is the ADA compliant entrance.
- Discussions were held on how we might construct our case statements for the capital projects. One way is to build a case for a Building and Grounds Fund which would then fund stated projects. This might also include a reserve fund for a future roof replacement. Other projects included door replacements and window refurbishment that need to be reviewed.
- Discussions were held on faith and evangelization programs or projects that might be pursued.
- Further discussions to be held as the case statement for the campaign needs to be finalized by June, assuming we are in Wave 1.

Breakout meeting topics (as applicable): Immaculate Conception

- Committee Reports:
 - Stewardship & Barton Outreach – Mike Falkner
 - No report.
 - Prayer & Worship – Jean Franke
 - Antiphon program was very well received.
 - Finance – Whitey Uelmen
 - A statement to the Parish will be coming out in January detailing the budget status and major events like the Fish Fry and Rummage sale.
 - Faith Formation – Rafael Vega
 - RCIA continues with some individuals joining or leaving.
 - Human Concerns – Harold Siercks
 - No report.
 - Cluster Council – Kathleen Paul
 - No report.
 - Pastoral Council to Archdiocese – Wendy Peters
 - No report.
- Fr. Nathan ended the meeting with a prayer at 8:45.

Next meeting: Thursday January 2nd at 6:45 PM for SMIC only. 1-9 at 6:45 for SFC only.