

Pastoral Council Meeting Minutes February 27, 2020 7pm

Present: Father Ken Glaser, Jacque Zillman, Natalie Wittenburg, Terry Schneekloth, Mary Beth Neal, Tom Day, Sharon Langenberg, Betty Sedlacek, Juan Trevino, Jan Wiltgen

Welcome and opening prayer - Jacque

Approval of Minutes/ Committee Minutes: No questions. Minutes approved for the month of January

Old Business

- Donut Sunday March 14 & 15, 2020 - Jacque Zillman
 - At 4pm Mass: Juan will stand by table and help answer questions
 - At 8:00 am Mass: Tom, Sharon, and Jacque
 - At 10:30 Mass: Stephanie, Kerrigan and Mary Beth - Kerrigan will speak at 10:30
 - PC members go up during mass when they go to speak if you are at the mass

- Family Formation Night - Father Ken
 - Was on Wednesday, February 12th, 5-7pm
 - Overall, it went well and was well attended
 - It was a normal religious ed night w/ Homeschool families, Holy Family and RE families
 - There were 200 people for the meal
 - 75-80 adults stayed in church while students went to class
 - Response from parents: Liked the format, would like to have two times a semester
 - If we would like to continue, it is recommended that a team is formed to help share the tasks involved during this night
 - The Stations of the Cross was delivered by the 7th graders

- Archdiocesan Women's Conference - Natalie Wittenburg
 - Was held at DoubleTree Hotel, Last weekend in January - 9-3pm
 - The speakers were very engaging and there were booths with vendors
 - Mass was celebrated with Archbishop along with the Sacrament of Reconciliation
 - 500 women attend the conference this year - this is the 3rd year of the conference
 - The Men's Conference is scheduled for March 14th at Xavier

- Building & Planning Committee - Tom Day
 - Closed out assessment of facilities - \$9 million is needed to help bring current facilities up to code
 - Got approval from the Archdiocese to go forward with the architect/plans for proposed facility. A proxy will be needed if expenses over \$5,000

- On March 19th a committee meeting will be held with Jim Novak, who is an architect from church
- Please go back to ministries and committees to seek out ideas on storage space wishes and types of offices that would be needed
- After the Easter season the committee will share a plan with the congregation
 - There will be a Mailer sent out, as well as information online about the buildings
 - Committee will be asking if the parish will financially support the changes that are being proposed

Guest Speakers - Kolache Festival Chairs: Seth VanderTuig and Paul Zillman

- Committee Positions shared from last year
- Added 5K last year
- Do we need to find other committee members replacements for?
 - Hannah - 5K
 - Dan and Sue - Grounds
 - Heather - Kiddyland
- Budget
 - \$130,672.80 is the total income from the festival last year
 - \$40,518.72 is the total expense from the festival last year
 - In the previous year the total income was \$79,000
 - \$90,154.08 was the total revenue from the festival last year
 - There were a total 3,000 volunteer hours, most of the hours came from the Kolache bake - The Kolache bake helps to drive the festival
- In the Parking lot the Carnival and Pop Bottle toss were located, the focus for these events was to break even
 - Carnival - the committee wanted to improve on from the year before and tried out a new carnival with a 3 year agreement
 - The previous Carnival's generator was donated and the church paid for the gas to run, we would have to negotiate with the previous Carnival workers on how much they would make off of the rides. The new company has their own generator that they use and the church is not required to cover the gas expense
 - Some feedback about the Carnival that was received - they would like the Carnival that attended in 2019 to come back, the carnival will get more room in the parking lot, to help make more room for the carnival, the seating area by the the beer shed will become smaller
- New Ideas for the Festival
 - New Ideas are talked about in the Festival committee meetings, people are bringing new ideas
 - Committee would like to have a collective agreement from their group before moving forward with any new ideas
- Succession Plan for when Committee members would like to retire
 - Festival Chairs Paul Zillman and Seth VanderTuig plan to head the festival for one more year - They shared that they are just starting to understand the running

of the festival - When they are ready to step down, there will be someone that will shadow them. Both shared that they are willing to talk with the new person that would run the festival instead of having them shadow them .

- Karen and Carolyn who set up and run the Kolache Bake- Father Ken shared that many people have been asked to step into these roles, these roles very important to the success of the Festival. It is felt that when someone takes over these roles, they will need to shadow Karen or Carolyn. One possibility could be that these positions be shared between many different people. Karen and Carolyn could also be asked if they have any recommendations for those that could start to take on more tasks to help share the load that they are doing currently
- Changes for the 2020 Kolache Festival
 - There will not be a Bag toss tournament - little participation caused this event to be canceled for the Festival in 2019
 - They will be switching from kegs of beer to cans
 - Beer Koozies without dates on them will be made available to sell with the cans of beer
 - The 5K race will be moved up a week ahead of the festival to allow for more participation
 - The committee is working on making small improvements to the Festival each year

Finance Report: Jan Wiltgen

Feb Meeting

- The Committee is working on the budget for next year
 - One of the concerns that the committee had were the lights that were used in the parking lot - Dave Tanberg and Tom Day helped to solve this problem.
 - Working on replacing the current lights with LED light bulbs in the parish.
 - Faith Formation Director and Youth Director positions have not been filled, which helps to account for the reason why our expenses are down for this year
 - Next year the Youth Director position is going to be taken out
 - They are working on salaries for the new positions
 - The subsidy went down in the amount of support sent out to Holy Family Catholic Schools
 - The Xavier stipend will not be raised this year
 - Next month, the committee will finish the budget and present at the next meeting

Pastor Report - Father Ken Glaser

- Interviewing on February 28th for the Bookkeeper position
- For the Youth and Young Adult Ministry positions - Zach Kuntz and Father Ken Glaser have been meeting and working on a Staff Handbook, which will help give descriptions of the positions in our parish. They have been evaluating what we need to help support our parish

- An insurance package is offered through Archdiocese and is of high quality based upon other insurance packages offered outside of the parish
- One question that was raised was could several parishes in our community share a Youth Minister?
 - Waterloo currently shares one youth minister between several parishes.
 - Father Ken Glaser said that he will bring this idea up to other parishes in our area as many of them are searching for similar positions
- Religious Education secretary position - currently don't have any applications yet

Youth Report - Father Ken Glaser

- Confirmation Retreat was held on February 22-23rd
 - The confirmation candidates wrote letters to Father Ken at the end of the retreat
 - The students shared that they would like more opportunities at church to get together
 - One possibility could be meeting once a month after they are confirmed - a calendar would need to be made for youth ministry schedule
 - They currently meet monthly now and would be best to stick with that schedule - see if Nick Green or Terry Schneekloth would be willing to help set up a schedule and activities
 - Would like to seek out the possibility for the students to learn about the different Ministry positions offered and then have a way for them to shadow positions that they are interested in - the last day of class they could be trained in the different ministry positions and then put on the schedule
 - May 3rd is their Confirmation Day
- Would like to have youth activities for those that have been confirmed when Family Nights occur
- RCIA Leader - will need to find someone that could take over this position
 - In the process of redoing the job description - it is a possibility that this position may be combined or kept as a separate position
 - In the process of searching for candidates for this position

New Business

- Pastoral Council Elections
 - The elections will take place on the second weekend in May (May 9-10th)
 - The timeline for Election
 - Please turn Bios and Photos in to Kevin in the office by April 22nd
 - May 2nd and 3rd the bio and picture will be placed in the Bulletin
 - May 9 and 10th - Elections will take place this weekend during the masses
 - Currently taking Nominations for candidates
 - Will need a bio and picture for each candidate nominated
 - Those Pastoral Council members that are on their second year will help to run the election, these members are Juan, Jacque, Bill

- They can help to contact the nominees and let them know what the position they are nominated for
- They can also send out the form to collect the Bios from the nominees
- The day of the election they will help to pass out the ballots during mass and then help to count the ballots after mass
- They will share the results of the election with Father Ken and get his approval
- Then all the nominees will be contacted and the results shared with them
- To help determine nominees, think about areas that need more representation from the parish
 - To help with Fundraising - Rick is currently on the Finance committee
- Suggestions for Nominees from previous years
 - Stephanie Van Hemert
 - Jeff Brunscheen
 - Sheila Fetters
 - Amy Beach - When asked, she expressed more interest in the Faith Formation Committee
- Faith Formation nominees will be on the same ballot as Pastoral Council, their nominees will be placed on the back of the ballot
- Jacque will send out email with Bio information needed to be included in the description
- Reminders for Nominees
 - Council is a 3 year commitment and they will need to represent one other committee
 - Pastoral Council Meetings are held on the 4th Thursday of the month at 7pm at the Parish Center
 - June 25th would be the first meeting that they would need to attend - there will not be a Pastoral Council meeting in the month of July
- Lenten Workshop is on March 7th 9:00-3:00 pm
 - There was a flyer placed in the Bulletin about the workshop
 - Would like Pastoral Council members to attend if possible - please invite others to come with you
 - Other churches in our community have been invited - would like their leadership to come represent their parishes
 - 17 people have signed up for the workshop so far
 - The workshop is about having respectful dialogue for all, not just Catholics
 - There will be a presentation in the morning and a discussion/workshop in the afternoon
- Stations of the Cross - Friday April 3rd at 5:30
 - Pastoral Council will lead this day
 - Natalie Wittenburg will help to lead - Jan Wiltgen and Tom Day can possibly help participate in this night

- The Stations of the Cross are offered every Friday of Lent

Discussion - Jacque Zillman

- Future Agenda Items
 - Videos played during mass
 - The videos will occur during the homily - will talk about the response to these videos at our next meeting
 - Liturgy report for Easter
 - Election nominees can be shared via email
 - Members will Approve the Budget in April - the budget will be sent out a week in advance to review
 - Xavier/ Holy Family Subsidy Formula - was requested that the a document be sent out that shares how the formula works for the next meeting
 - Revisit priorities set and see how we are coming on them
 - Faith Formation
 - Ash Wednesday:
 - 8:00 AM mass had 75 people (we will do this again next year)
 - Noon mass had 120 people
 - 6:00 pm mass had 640 people (Had RE and encouraged families to attend while kids attended with their class, recommend we do this again. We did not do this the year prior). Will need to bring more chairs up from downstairs to help accommodate for next year
 - Next Meeting, March 26th, is on the same night as communal reconciliation.
 - We will forgo our meeting and encourage Pastoral Council members to attend Reconciliation
 - Our next Pastoral Council will be April 23rd at 7pm due to the communal reconciliation

Thank You's to be signed by the Pastoral Council members:

- Stephanie Jenson for her help with Confirmation this year
- Janann Anderson helped to iron wall hangings
- Members that helped distribute Ashes to the homebound - 9 people helped pass out the Ashes to 75 different people