

**Pastoral Council Meeting minutes**

**Thursday, February 6th, 2020**

**Time: 6:45 pm      Location: SMIC**

**Attendees:**

**Staff**

<input checked="" type="checkbox"/>	Fr. Nathan Reesman	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Fr. Andrew Infanger	<input type="checkbox"/>	<input type="checkbox"/>

**Immaculate Conception**

<input type="checkbox"/>	Catherine Yekenevicz (Trustee)	<input checked="" type="checkbox"/>	Kris Deiss (Chair)	<input type="checkbox"/>	Rafael Vela
<input checked="" type="checkbox"/>	Harold Siercks (Secretary)	<input checked="" type="checkbox"/>	Lloyd Uelmen	<input checked="" type="checkbox"/>	Wendy Peters
<input checked="" type="checkbox"/>	Jean Franke	<input checked="" type="checkbox"/>	Mary Swosinski (Trustee)	<input checked="" type="checkbox"/>	[Don Theisen (FC)]
<input checked="" type="checkbox"/>	Kathleen Paul	<input checked="" type="checkbox"/>	Mike Falkner (Vice Chair)	<input type="checkbox"/>	

**Saint Frances Cabrini**

<input checked="" type="checkbox"/>	Anne Marie Danaher	<input checked="" type="checkbox"/>	Dave Zimbal	<input checked="" type="checkbox"/>	Lynn Corazzi
<input checked="" type="checkbox"/>	Cathy Spies	<input type="checkbox"/>	Gregg Jashinsky (Vice Chair)	<input checked="" type="checkbox"/>	Mary Herdrich (Trustee)
<input checked="" type="checkbox"/>	Dave Gugg (Secretary)	<input type="checkbox"/>	Joe Vespalec	<input checked="" type="checkbox"/>	Randy Lucka
<input checked="" type="checkbox"/>	Dave Kohlmann (Trustee)	<input checked="" type="checkbox"/>	Lisa French (Chair)	<input type="checkbox"/>	

**Joint Meeting Topics:**

- Open Prayer and approval of Council Minutes
  - Fr. Nathan opened the meeting at 6:47 with a prayer from Mathews Gospel on the salt of the earth and being a light to the world. The Council was invited to add their thoughts on the importance and meaning to them. We finished with the Lord's Prayer.
  - SMIC minutes from 1-2-2020 were approved. SFC minutes were not available.
- Update and review on Shared Journey and SMIC REP shared spaces agreement.
  - The proposed agreement documents were shared electronically with the Council members prior to the meeting. The Shared Journey agreement is to be rolled into the common agreement between SFC and SMIC as a separate section.
  - The Addendum Agreement will be a standalone document that can be modified as required without impacting the remainder of the common agreement between the Parishes.
  - Fr. Nathan asked for questions or comments concerning the agreement. Some Council members brought up the mention of a \$2 per hour fee for various services as opposed to the blanket \$100 per month charge. It was clarified that the \$100 per month charge would encompass expected services and is the intended amount and that the document will be amended to make that clear.
  - The agreement was presented to the Council as information and does not require a Pastoral Council vote for approval.
- Faith and Family Fest: potential charity recipient for next year?
  - Discussions were held on which organizations had recently received funds. Other organizations were brought up and discussed as potential recipients.
  - Family Promise was briefly discussed as to their financial needs.
  - Washington County Foster Closet was discussed as to what services they provide.
  - The H.E.L.P. Corner was discussed. They provide medical equipment such as walkers and wheelchairs for a period of up to 3 months.
  - Friends of Abused Families were also brought up.
  - Fr. Nathan asked the Council to explore and pray about these and other options for additional discussion and a decision in March.

- Rick Doll's position and hiring process update:
  - 7-8 applications are currently in.
  - Another week or two and the Parish will start to finalize the top contenders.
  - Will also need to look at Rick's present duties and how that fits with the applicants skill sets.
  - The plan is to have the top applicant to have at least a month to job shadow before Rick's departure.
  - The desired applicant will have the necessary accounting skills along with leadership skills to continue to drive program and projects.
  
- Capital Campaign updates for common time (if any)
  - We have not heard much more from the Diocese.
  - The Pilot Wave that the Diocese has started has positive results.
  - We have not been officially notified of our timing yet but we expect to get Wave 1 and Wave 2 for the Parishes as requested.
  
- Called for More Discipleship Survey:
  - We are part of the Pilot survey.
  - The Survey should be available starting 2-22.
  - An electronic response is desired but paper copies will be available.
  - The Survey will try to get information on the Parish metrics such as how often a person attends Mass or Reconciliation as well as more subjective feelings about topics such as how important our faith is.
  - The Survey should take about 15 minutes to complete. The paper version is approximately 14 pages.
  - Parishioners will get a link to take the survey. It is important to note that this is per parishioner and not per family or household.
  
- Terms and new members for coming year on the Council: Trustees and other members
  - Note that Trustees are 2 year terms and are treated separately than Council members who serve 3 year terms and may renew for a second term.
  - For SFC, Lynn Corazzi and Dave Gugg are finishing the third year of their first term and could continue for a second term if desired. Joe Vespalec is finishing the third year of his second term and will be coming off Pastoral Council and needs to be replaced.
  - For SMIC, Catherine Yekenevicz is finishing her second year of a term as Trustee and could renew. Kris Deiss is finishing her third year of her first term on the Council and could renew for a second term.

## Breakout meeting topics: St Mary's Immaculate Conception

- Any current updates on capital campaign project planning:
  - Unofficially the Diocese has approved the heating replacement project.
  - A key part of the heating system failed recently and a replacement part was not available due to the age of the system. Temporary repairs are in place.
  - Our Capital Campaign case will include the front steps and approach and window repairs/restoration.
  - Some discussions held on how a gathering space "patio" might be added to the front approach to the church.
  - We also intend to add roof downspout drainage being moved below grade and addition of foundation drainage tiling to reduce/eliminate basement flooding.
  - Discussions were held on how and when to present information on the Capital Campaign to the Parish. We want to stress that this is a Diocesan program over 5 years, we will get back 60% of the funds raised, and projects will not be started until the required funds are present.
  
- Potential dates and times for Spring parish update sessions on projects
  - To be determined later.
  
- Committee Reports:
  - Stewardship & Barton Outreach – Mike Falkner
    - January meeting was postponed. Next meeting in April.
  
  - Prayer & Worship – Jean Franke
    - Stations of the Cross will be on Wednesdays. Discussed with Fr. Andrew and Fr. Nathan that we may have one Stations outside at the new crosses that were installed, weather permitting.
  
  - Finance – Whitey Uelmen
    - Capital projects were discussed at the last Finance meeting.
    - We are waiting on bids.
    - The Journey agreements were reviewed.
    - Reviewed information from two firms that specialize on restoration/repair of stained glass windows. Our windows are in worse shape than we thought due to deterioration of the leading which is leading to bowing of the glass.
    - Quotes are coming in but one received so far was for \$120,000 for work on 9 windows.
    - No Finance meeting for February.
  
  - Faith Formation – Rafael Vega
    - No report.
  
  - Human Concerns – Harold Siercks
    - Meeting held on 1-16-20.
    - St. Vincent DePaul has helped over 3,000 individuals in Washington County with almost \$200,000 in total assistance.
    - Family Promise currently has a Mother and daughter in the program.
    - Our turn at Harvest House (total of 4 times a year) is coming up. 12 Volunteers serve 70-100 people at the meal, which is every Saturday at St. James starting at 11:30. Doors open at 9:00 with bread and bakery if available. Take outs start after 12:15 if available.
    - 5 individuals will be traveling to Haiti to continue work on the Community House project.
    - 5 individuals will be traveling to Honduras to work with the Parish.
    - The Respect Life baby bottle collection has been completed. No report on the funds received.
    - Women's Reflection on Saturday, 2-29, at SFC after the 8:00 Mass.

- Geranium sale to be held on Mother's Day. Some plants will be available with orders available for later delivery.
- A Senior Social is being proposed for once a month as a chance for social contact and engagement. To be held after the 8:00 Mass till 11:00. Coffee, Tea, and light snacks to be provided with games, cards, etc. Day to be determined.

o Cluster Council – Kathleen Paul

- No report.

o Pastoral Council to Archdiocese – Wendy Peters

- No report.

## Breakout meeting topics: Saint Frances Cabrini

- Budget update
  - Reviewed Fr Nate's email on budget.
- OSV offertory program for next year?
  - Approved renewal of OSV.
- Heart of Cabrini
  - Special treatment for big givers.
- Capital campaign project list updates
  - Initial steps are underway.
- Committee Reports:
  - Stewardship – Gregg Jashinsky
  - Prayer & Worship – Dave Gugg
    - Review on silence during liturgy, Candlemass, Blessing of Throats, Catholic Stewardship Appeal, Lenten Activities, RCIA, Ministers during Easter/Christmas, when cantor and musician should receive Communion, Church Reno updates
  - Finance – Dave Zimbal, Lynn Corazzi
    - Mortgage down to ~\$300K, Archdiocese says norms for school subsidy is 37%, we're at 42%, we're preparing to raise tuition.
  - Faith Formation – Cathy Spies
    - 17 high school Rooted students, only half attend classes. Mission trip interest is declining, small groups starting back up during Lent, Confirmation retreat was mostly positive (a few issues due to snow).
  - Human Concerns – Randy Lucka
    - Ministry book being updated, Haiti team en-route for pouring pavement, no interest in part time position open.
  - Cluster Council – Joe Vespalec
  - School - Anne Marie Danaher
    - Catholic school week, starting re-accreditation process, reviewing handbook
  - Pastoral Council to Archdiocese – Gregg Jashinsky
  - Together Event – Lisa French
    - Many behind-the-scenes changes, including software being used.

**Next meeting: Thursday March 5th at 6:45 PM at SMIC**