

**Pastoral Council Minutes**  
**Thursday, March 4th, 2021**

**Time: 6:45 pm      Location: SFC Mother Cabrini Hall**

**Attendees:**

**Staff**

<input checked="" type="checkbox"/>	Fr. Nathan Reesman	<input checked="" type="checkbox"/>	Fr. Carlos Londono	<input checked="" type="checkbox"/>	Don Theisen
<input type="checkbox"/>	Seminary intern Dominic Lazzaroni	<input type="checkbox"/>		<input checked="" type="checkbox"/>	Bill Neurether

**Immaculate Conception (Term-End)**

<input checked="" type="checkbox"/>	Catherine Yekenevicz (Trustee) 3-22	<input checked="" type="checkbox"/>	Mary Swosinski (Trustee) 2-21	<input checked="" type="checkbox"/>	Oscar Valladares 1-23
<input checked="" type="checkbox"/>	Mike Falkner (Chair) 2-21	<input type="checkbox"/>	Bob Wenzlaff 1-23	<input checked="" type="checkbox"/>	Wendy Peters 1-22
<input checked="" type="checkbox"/>	Lloyd Uelmen (Vice Chair) 1-21	<input checked="" type="checkbox"/>	Jean Franke 1-21	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Harold Siercks (Secretary) 1-22	<input checked="" type="checkbox"/>	Kathleen Paul 1-22	<input type="checkbox"/>	

**Saint Frances Cabrini (Term-End)**

<input checked="" type="checkbox"/>	Dave Kohlmann (Trustee) 1-22	<input type="checkbox"/>	Mary Herdrich (Trustee) 1-21	<input checked="" type="checkbox"/>	Lynn Corazzi 2-23
<input checked="" type="checkbox"/>	Gregg Jashinsky (Chair) 1-21	<input checked="" type="checkbox"/>	Nick Shera 1-23	<input checked="" type="checkbox"/>	Dave Zimbal 1-21
<input checked="" type="checkbox"/>	Randy Lucka (Vice Chair) 1-22	<input checked="" type="checkbox"/>	Mike Murphy 1-23	<input type="checkbox"/>	Lisa French 2-21
<input checked="" type="checkbox"/>	Cathy Spies (Secretary) 1-22	<input type="checkbox"/>	Anne Marie Danaher 2-21	<input type="checkbox"/>	

**Meeting Topics:**

- **Opening Prayer :** After Fr. Nate announced the passing of 110 yr. old Clara Moll, Fr. Read from the letter of St. James and we prayed for the guidance of St. Joseph.
- **Review and approval or corrections to past minutes:** The minutes were approved as submitted
- **Introduction of Molly Modrzynski:** Molly was introduced as the new director of Little Saints. She has been on staff for 4 months. She seems very impressive and we hope she can turn around our day care. More later
- **Recent feedback about Covid Mass adjustments and communications:** There was a positive reaction to SFC offering a “mask required” option at the 4:30 Mass. There was an increase of about 200 at the first Mass and no problems due to people being required to wear a mask.
- **Question of the April Council meeting because Fr Nathan is gone:** Although no financial decision will occur when Fr. Nate is not present, several people expressed concern that we had already cancelled two meetings. After discussion, and acknowledging that we don’t want to “have a meeting just to have a meeting,” it was decided that it would be a good experience for Fr. Carlos to lead a meeting. In addition, he could share and discuss “The Gift of Sunday” and also talk about his work with the Spanish community. We would also discuss any potential new council members at that April meeting.
- **Members and terms for next year:** At the end of this council year, Mike Falkner will be going off for St. Mary’s and Anne Marie Danaher and Lisa French will be going off for SFC. Cathy will talk to Tammy Waech about getting a note in the bulletin to request nominations/interest. Mike Falkner will be the contact for St. Mary’s while Cathy Spies will be the contact for SFC. Our goal is to invite potential council members to the April and/or May meeting.
- **Capital Campaign update:** The Bishop emailed Father Nate sharing that the capital campaign is back on again, starting sometime after Easter. As before, it will probably be done in waves. As some items that were going to be on the campaign have been done (windows at St. Mary’s) we will have to make some changes at each Parish, but there will still be plenty of items that need to be addressed at each site.

**Break out meetings– SFC**

- Molly gave a brief synopsis of the Little Saints building and the current status. She has finally finished hiring her staff and feels very good about the people on staff. She did say that in order to keep good staff, pay and benefits are important as there are a lot of daycares in the area. She shared her vision, and both she and Fr. Nate shared the concerns as Little Saints is currently not breaking even monetarily. That said, numbers are increasing. Currently

there are 16 enrolled and the maximum is 37 (depending on the age). But the youngest ones really do not help the bottom line as they are limited in how many a staff member can watch. The older ones (3-4) are usually where money is made but many now go down to the school so are not on the Little Saints budget. It does help the schools bottom line. Currently In discussing the vision of Little Saints, we looked to increasing the pipeline to SFC, the Catholic formation of the little ones, and offer quality childcare. A large amount of donations and time has gone into getting the facility to where it is. We were all impressed with what has been done with the building. We feel if we can get people to tour the building, our numbers will definitely increase. The Parish Council agreed that, at this time, although Little Saints is not a money-making facility, that more time is needed to see where it can grow. It is very hard to budget for, as, unlike the school, you can't plan for when infants will be born so budgeting is very difficult to do. The summer is even more difficult as many Parents are teachers so don't need the day care in the summer. We support it even though the best case scenario is a loss of \$6,000 and the worst is \$75,000 loss. There is lots of clean-up needed, and some jobs need to be finished but there is a lot to be hopeful for.

- **Finances** – Collection are up by \$63,000 and there is \$65,000 is non-restricted funds. \$400,00 in cash
- **Projects and facilities** – A drive through canopy in front of the narthex at a cost of \$300,000 is one item that is being looked at.
  - By winter we will need canopies on the lower level or snow will slide off the roof and hit people.
  - Long term plans for the school include bathroom renovation and roof work.
  - The church lights (replacing the bulbs with LED) is put on hold until winter as weather allows work outside.
  - We need to rebuild an electrical panel which is expected to cost around \$20,000 on the low end. The breakers don't trip and it's a hazard.
- **Committees**

Faith formation- numbers have been fairly consistent considering covid. Confirmation retreat will still only be 1 day next year but we hope it returns back to normal the following year. Mission trips have been cancelled again, but this summer we hope to have mini mission work here in town. We have sign ups for summer camps, and next years formation groups. Journey has transitioned well to St. Mary's and numbers are good.

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

- Initial budget questions (if any)
  - As the budget is still being finalized there were no questions.
- Update on planned capital projects and facilities work: (including proposed funding) – Presented by Don Theisen
  - Some discussion was held on the difference between restricted and unrestricted donations and funds. The Archdiocese has asked each Parish to review their accounting for unrestricted and restricted funds to ensure proper handling as defined in the Financial Manual. How these funds are accounted for can have an impact on the assessment of funds. In short, funds identified as unrestricted are subject to assessment by the Archdiocese. Restricted funds must be used for the purpose specified, either in writing by the donor or the method of collection (for example the Building Fund envelopes). Another example would be a collection for a specific purpose like the Interior Renovation Campaign. Estate bequests, without written restriction, are considered unrestricted. There has been some confusion in regards to the proper identification of bequests. This is important in that it will require more tracking of cash flow into, and out of, restricted funds and require a more extensive Profit and Loss (P&L) statement. The goal is to update the Parish P&L format to include a more detailed restricted funds flow by June.
  - The projected surplus in the budget will be applied to the ongoing window replacement/restoration project and other smaller projects.
  - Near term projects:
    - Glass block windows will be installed, one in the Convent basement to replace a broken window and two in the boiler room to upgrade those windows.
    - The Convent entry way has settled and is a trip hazard. It appears the sidewalk will require replacement.
    - An extension of the Convent entry sidewalk to the parking lot will be evaluated. At present, there is a travel path over the grass to the parking lot.
    - The school fire escape will receive upkeep/repairs as required. It is presently not used but should be maintained.

- The Church/School fire alarm upgrade has been contracted and we are waiting for the Vendor to schedule.
- The Rectory roof will be replaced and aluminum cladding applied to the window surrounds and fascia to reduce the painting required. (Approximately \$32K)
- The School garage roof will be replaced including required brick repairs. (Approximately \$15K)
- The Rectory entry steps and porch will be replaced due to settling and decay. (Approximately \$10K)
- The new heating system was unable to maintain comfortable temperatures in the School during the coldest part of the winter. This was most likely the result of louvers designed to bring in outside air stuck open. The louvers will be closed and insulated and the temperatures rechecked next winter. If there is still a heating concern blowers in the radiators could be rebuilt or replaced.
- The school garage driveway will be paved to the street. The current plans call for a catch basin in front of the garage which is to be connected to the city storm drainage. Width, pitch, and storm drain path are still being finalized.
- A canopy concept is in the planning stages from the rear door to the parking lot to provide weather protection for our handicapped entrance. Design is still being discussed but would include a powered door.

- Committee Reports: **No Committee reports at this meeting**

**Next meeting: Thursday, April 8th, at 6:45 PM. Location: IC**