St. Joseph the Worker Cluster
Pastoral Council Meeting Minutes
Thursday, April 21, 2022
Immaculate Conception, Sumner

Present: Renee Matt, Jackie Halstead, Tom Yungtum, Cindy Einck, Rollin Fink, Ray Gavin, Anne Sellers, Fr. Komboh, Maureen Johnson (SJWC Business Manager), Cindy Jacob (Recorder)

Absent: Russ Hemesath, Mike Woodson

I. Opening Prayer: Led by Fr. Komboh.

II. Approval of Agenda: After an addition, motion by Jackie Halstead to approve, Cindy Einck seconded; motion carried

III. Approval of Minutes: (January 20, 2022) Motion by Ray Gavin to approve, Jackie Halstead seconded; motion carried.

IV. Approval of Minutes: (Special Meeting March 22, 2022) Motioned by Renee Matt to approve, Ray Gavin seconded; motion carried.

V. Cluster Finance Report: Maureen Johnson reporting. Motion by Rollin Fink to approve, Anne Sellers seconded; motion carried.

VI. Old Business:

1. **Cluster Faith Formation Director: T**he Cluster Finance Council approved a salary of up to $30,000 for the new Cluster Faith Formation Director position. Their recommendation was to offer $28,000 leaving room for a raise after six months and to help cover mileage. Mileage was not budgeted.
2. **Job Advertising:** Start with the various parish Facebook pages, in the bulletin, on the Cluster web-site, bulletins of surrounding parishes, flyers at all Cluster parishes, and through lector announcements for the next 2 weeks.
3. **Interviewing:** A committee will be formed of one Faith Formation Representative from each parish to conduct interviews and evaluate applicants. The Council suggested Kelly Henderson (IC); Kim Reichter (HN); Rachael Schultz (SFA); and either Michelle Schaefers or Renee Matt (SP). A resume will be required from applicants.
4. **Time Line:** Application deadline will be May 14th. If the Interview Committee feels there aren't enough applicants the deadline can be extended. The Interview Committee will make a hiring recommendation to the Cluster Pastoral Council based on their interviews and evaluations of the applicants. The Archdiocese requires a background check for any position within the Diocese.

A. **Site Coordinator Job Description:** Renee Matt presented an updated draft. The Council generally approved the Job Description as presented. Site Coordinator compensation will be determined by each parish.

VII. New Business:

A. **Cluster Elections:** The weekend of April 30th/May 1st there will be an announcement made at Mass concerning the elections. May 6th & 7th will be nomination weekend, with

elections taking place May 21st & 22nd. Current Pastoral Council members are responsible for running the elections in each parish.

VIII. Cluster Committee Minutes Report:

A. Cluster Liturgy:

- Discussed Holy Week
- Cluster Mission at SFA – Keith Nester will be the speaker.
- Funeral Workshop was held at SFA
- Mother's Day & Father's Day – Discuss at April meeting what parishes will do.

B. Cluster Faith Formation:

- Cluster Faith Formation Director Job Description and hiring.
- Budget meeting – New textbooks for the Cluster Faith Formation classes.
- First Communion – April 23rd & 24th
- May Crowning – April 30th & May 1st
- Youth Retreat with Anthony Digmann, guest speaker. Light attendance by students.

C. Cluster Social Justice:

- Good response to the February Food Pantry Collection raising $1,300.
- Card Shower for Easter – went very well.
- Organizing a second collection to be taken Mother's Day with money going to Mary's Inn in Dubuque.

D. Cluster Stewardship Committee Update: No meeting to date but there are plans to resume meetings soon.

IX. Pastor's Comment: Fr. Komboh reported that his responsibilities to the Archdiocese of Dubuque are ending as of July 12, 2022 when he will be returning to Nigeria. His replacement for St. Joseph the Worker Cluster will be announced soon. Fr. Komboh thanked the Council for all they have done for him.

X. Closing Prayer: Led by Fr. Komboh.

The meeting adjourned at 8:30 pm.

Next meeting is scheduled for Thursday, July 19, 2022, 7:00 pm at Holy Name, West Union.

Respectfully Submitted,
Cindy Jacob (Recorder)