

Pastoral Council Agenda

November 30, 2017

Time: 6:45 pm Location: Mother Cabrini Hall

Attendees:

Staff

| | | | | | |
|-------------------------------------|--------------------|-------------------------------------|--------------------|--------------------------|-----------|
| <input checked="" type="checkbox"/> | Fr. Nathan Reesman | <input checked="" type="checkbox"/> | Katie Schaitberger | <input type="checkbox"/> | Rick Doll |
| <input checked="" type="checkbox"/> | Fr. Justin Lopina | <input checked="" type="checkbox"/> | Jill Maria Murdy | <input type="checkbox"/> | |

Immaculate Conception

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|-------------------------------------|--------------------------------|-------------------------------------|---------------------------|-------------------------------------|-----------------------|
| <input checked="" type="checkbox"/> | Catherine Yekenevicz (trustee) | <input checked="" type="checkbox"/> | Lori Lehnerz | <input type="checkbox"/> | Rafael Vela |
| <input checked="" type="checkbox"/> | Janice Bodden (secretary) | <input checked="" type="checkbox"/> | Mary Swosinski (trustee) | <input type="checkbox"/> | Sue Nygaard (chair) |
| <input checked="" type="checkbox"/> | Kris Deiss | <input checked="" type="checkbox"/> | Mike Falkner (vice chair) | <input checked="" type="checkbox"/> | Don Theisen (finance) |
| <input checked="" type="checkbox"/> | Mike Walter | <input checked="" type="checkbox"/> | | <input type="checkbox"/> | |

Saint Frances Cabrini

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|-------------------------------------|---------------------|-------------------------------------|--------------------------|-------------------------------------|--------------------------|
| <input checked="" type="checkbox"/> | Andrew Kolb (chair) | <input checked="" type="checkbox"/> | Dave Kohlmann (trustee) | <input checked="" type="checkbox"/> | Lynn Corazzi (secretary) |
| <input checked="" type="checkbox"/> | Anne Marie Danaher | <input checked="" type="checkbox"/> | Jarrod Lehnerz | <input checked="" type="checkbox"/> | Mary Herdrich (trustee) |
| <input checked="" type="checkbox"/> | Bob Roecker | <input type="checkbox"/> | Joe Vespalec | <input checked="" type="checkbox"/> | Sara Sauer |
| <input checked="" type="checkbox"/> | Dave Gugg | <input checked="" type="checkbox"/> | Lisa French (vice chair) | <input type="checkbox"/> | |

Joint Meeting Topics:

- Opening prayer
- Approval of minutes – minutes were approved by Council
- Updates from Fr. Nate & Staff
 - Faith and Family Fest recap, plans for next year
 - Raised \$8,000 for St. Vincent de Paul.
 - Outdoor Mass and kid's activities were cited as things that went well.
 - Success of the Run was considered mixed. Staffing volunteers, especially for planning before the actual event is challenging, and the current chairperson has indicated a desire to step away. Total runners was approximately 170, and down from prior years. Late registrations were down, and approximately 30 who registered did not participate.
 - For 2018, options to replace the Run will be evaluated. A key consideration is that sponsorship for the Run funds the festival. Katie will contact several sponsors to gauge whether they would continue with other events.
 - Council members were asked to think about other organizations the proceeds could be donated to. Possible nominees include Big Brothers/Big Sisters, Seeds of Hope, Family Promise, Friends and the seminary in Milwaukee. A decision will be made at the January meeting.
 - Council strongly supported continuation of the Fest, with either a Run or other event.
 - Date for Faith and Family Fest next year: September 16, 2018
 - Young Mothers and Families Outreach: Several positive steps taken since last meeting. Started Toddler Open Gym at St. Mary's on the first Wednesday of the month, initiated a Cookie & Wine evening for women and established a Washington County Catholic Woman Facebook page. Katie indicated these programs are receiving positive response while requiring minimal staff time.
- Follow up Topics
 - Catholic Herald Promotion: Positive feedback from the way CH was promoted during mass with copies featuring SFC available. No feedback has been received about how many parishioners have subscribed. A similar promotion at St. Mary's will be on December 7, with the 60th Anniversary of the parish as one of the featured stories.

- New Discussion Items

- Potential Sunday Mass Time Adjustments – Fr. Nate outlined an initial proposal to change Mass times at SFC to allow more morning children/adult formation class time by adding 30 minutes between the 8:00 and 10:00 masses. While most of the detailed discussion took place during the SFC breakout session, a brief overview was provided to give St. Mary’s representatives an opportunity to understand the proposal and consider if should be explored at St. Mary’s.

Primary driver of the recommendation CCD would be moved to between masses and class time shortened to one hour. The proposal is intended to be more convenient for families and respond to feedback from catechist that they often have to leave mass early to prepare.

| | <u>Mass</u> | <u>CCD</u> | <u>Mass</u> | <u>CCD</u> |
|------------------|-------------|------------|-------------|-------------|
| Current Schedule | 8:00 | | 10:00 | 11:15-12:30 |
| Proposal | 8:00 | 9:00-10:00 | 10:30 | |

After discussion if St. Mary’s should consider a similar mass adjustment, Council decided there was no reason to do anything different there. There was additional discussion at the SFC breakout. (see separate minutes)

- Stewardship Committees (Fr. Nate/Katie) – With all the activities that take place at SFC and St. Mary’s, a significant amount of staff time is needed to support them. The discussion started with the question of how to manage the volunteers since there seems to be more workers than leaders, which requires staff assistance. In addition, staff also gets involved because of their familiarity with operations and rules that most volunteer are unaware of. Katie provided examples of how this happens and the impact on her role.
- Fr. Nate outlined three proposals that encompassed the program changes and staffing challenges. Further discussion was tabled until the SFC breakout session.
- Council authorized Fr. Nate to further explore the three proposals.
- Archdiocese Committee Report (Jarrod) – Last meeting was Nov 18-19 170th Anniversary of the Archdiocese. Synod update focused on evangelization at Sunday Mass and covered education about the mass, outreach and greeting, donut Sunday and messages about evangelization. Council provided input to four questions from the Archdiocese that Jarrod would submit on behalf of SFC and St. Mary’s. Next meeting is March 19, 2018.

Breakout meeting topics: Immaculate Conception

- Campaign and facilities updates – FN – we have not yet reached our goal but we can move forward. Father will submit the proxy to the Archbishop to receive approval to start. We will also need bids for replacement of the exterior doors by the gym.
- Tentative – Casa Guadalupe will be losing their present building. They are interested in using the convent. Some extensive repair work will be required – wiring, boiler, air conditioning.
- New Saint Mary's logo – add apostrophe “s” to Saint Mary's. Remove “historic” and “in the heart of Barton” for letterhead only.
- Mike Falkner did a recap on the 160th celebration. Everything went very well. We will expand our neighborhood outreach. The Stewardship Committee will change to a task oriented committee.
- Lori – organizing an Open Gym for December 31st from 3:00 to 5:00 pm. We will contact a list of volunteer bakers for cookies that day. We discussed having the gym open for families on New Years Day.
- Kris – Living History Group – letters will be sent to alumni to explain the history room along with information to purchase memorial bricks. The purchase of the bricks will provide the needed funds to continue this project.
- Father Justin – the Spanish Ministry is holding steady. On December 11th Father Justin will be celebrating Our Lady of Guadalupe at 7:00 pm
- Committee reports
 - Catholic Formation (Lori) – Holy Habits, evangelization and RCIA baptisms are being discussed. The next meeting is this coming week.
 - Finance (Kris/Janice) – Kris and Janice – Our income was poor for October but recovered in November. Our YTD is good. We have started putting monies aside for a new Church roof in the future.
 - Human Concerns (Rafael) – Rafael was out of the country visiting family – Some discussion on incorporating into the budget funds for Honduras – Harvest House – sandwiches for the Franciscan Peacemakers.
 - Prayer and Worship (Mike) – Mike Walters – Possible name change for the “Mass of Remembrance” - All Souls Day – We would like to emphasize not just remembering but also praying for people. We would like to encourage more participation – liturgical ministers – ushers – cleaners – servers. Perhaps we should personally ask people to participate.
 - Stewardship (Mike)

We closed with a prayer by Father Justin and a Hail Mary.

Breakout meeting topics: Saint Frances Cabrini

- Committee reports
 - Cluster councils (Andrew) – No update
 - Faith Formation (Sara) – No update
 - Finance (Lisa/Joe) – Limited update with Rick unavailable. Spending on capital projects remains under budget. The next priority is to assess needs and plan for most efficient spending for the parking lot.
 - Human Concerns (Anne Marie) – Last meeting discussed what the core committee does and provided summary of the Respect for Life event led by Holy Angels. Council representative advised the committee they should better market their events as being for Respect Life. Two (2) committee members recently resigned.
 - Prayer and Worship (Bob) – Last meeting discussed the mass for all who had died and suggested it be change from a “mass of remembrance” to something that reflects how Catholics pray for the deceased. SFC honors only those recently deceased, St. Mary’s invites prayers for anyone who has ever died. Also discussed repair of the organ, but is not recommending immediate action based on the quoted \$60,000 estimate to repair, \$300,000 to replace.
 - School (Dave) – Updates included:
 - Discussion that the schools is considering purchase of additional Chromebooks even as the schools is moving toward a Bring Your Own Device (BYOD) policy. Additional clarification is needed to ensure families understand the expectations of BYOD (i.e. are they required to provide a device, what options are available if they don’t). Council’s recommendation is to delay purchases until a full need is assess after BYOD.
 - An internet safety presentation was very well done, but poorly attended.
 - 60th Anniversary Celebration was well received, with the beanbag tournament considered a big success.
 - Preschool survey was sent out to gauge interest in preschool program.
 - Auction: Trying to make the Auction a parish event, not just for the school. The Parish will underwrite a mailing to market the event. Most recent attendance was approximately 280.
 - Stewardship (Katie/Lynn) – A Greeter Ministry has been started, with the first greeters starting at the 60th School Anniversary mass. All Council members were encouraged to participate, with printed name tags available. Intent is to see if traction can be gained asking for volunteers. Also looking for ways to replicate the information available in the Narthex to the two rear exits. Quotes have been received for two TV’s that could be placed in the hallways.
- Communications/Bulletin Update – Lisa and Lynn each reviewed twelve parish bulletins from 2016 and 2015 to potentially identify options for improving layout or other options to make the bulletin more user friendly. Additional follow up is needed. Also being explored is the option of moving to a less-frequent bulletin, potentially monthly with only limited updates available weekly, a model that some parishes have adopted. The impact on advertisers needs to be understood as they pay the full cost of the bulletin.

- Proposed changes to Faith Formation, campus-wide / Part II Stewardship (FN)

Fr. Nate asked Council for input and authorization to explore staffing changes intended to better serve the Parish and adjust the structure of religious education. Underlying need is the recognition of three primary changes: 1) that the Shared Pastoral Staff Associate is committing significant time to volunteer support, 2) paid staff can potentially enhance volunteer leadership 3) opportunity to explore new models for CCD to bring together school and non-school families in a unified formation model.

Three proposals were discussed:

- Sunday morning mass changes at SFC
- SFC and St. Mary's – explore reconfiguration of Shared Pastoral Associate duties and Shared Pastoral Care Administer to narrow focus of each and create a new position of Shared Community Life Coordinator
- SFC Only – Explore adoption of a whole family formation model, including staff restructuring with the creation of a new Shared Community Life Coordinator, and potentially a director of formation position.

Fr. Nate believes it is time to change the Faith Formation program. Participation at SFC is down, while other programs are up. Parents have only limited involvement. The staff is exploring an “all family” model as a way to have parents attend with their children. If adopted there would be a transition year, with possibly one day per month as a special family day/evening.

After additional discussion the impact of a high number of events on the staff and the potential change to the formation program, Council authorized Fr. Nate to further explore both the Director of Religious Education and Volunteer Coordinator position. Each position will need to be funded and included in the budget currently being developed for next year.

- Latest numbers on facilities improvements and plans (FN) – Bids for developing proposals for the parking lot, school roof and church roof are all outstanding.
- Donor Wall next steps – Progress is being made with the selection since last meeting on the vinyl lettering, which will take approximately one month to complete.
- Initial School Budget Considerations (FN) – Teacher salary increases are being evaluated. An alumni appeal is being considered.

Next meeting: Thursday, January 4th, IC Hall Time: 6:45 pm