

## Pastoral Council Meeting Minutes

November 3rd, 2022

Time: 6:45 pm

Location: SFC Mother Cabrini Hall

### Attendees:

#### Staff

<input checked="" type="checkbox"/>	Fr. Nathan Reesman	<input checked="" type="checkbox"/>	Fr. Kevin Harmon	<input type="checkbox"/>	Chris Chlebek (Joint finance)
<input type="checkbox"/>	Seminary intern Dominic Lazzaroni	<input type="checkbox"/>	(Sem. Intern) Nicholas Waddell	<input checked="" type="checkbox"/>	Don Theisen (SMIC finance)

#### Immaculate Conception (Term-End)

<input checked="" type="checkbox"/>	Joe Gresser (Trustee) 1-24	<input type="checkbox"/>	Mary Swosinski (Trustee) 3-23	<input checked="" type="checkbox"/>	Oscar Valladares 1-23
<input type="checkbox"/>	Jean Franke 2-24 (Chair)	<input checked="" type="checkbox"/>	Bob Wenzlaff 1-23	<input checked="" type="checkbox"/>	Melinda Jessup 1-25
<input type="checkbox"/>	Mitch Zieseemer 1-24 (Vice Chair)	<input type="checkbox"/>	Kathleen Paul 2-25	<input checked="" type="checkbox"/>	Bob Jandre 1-24
<input checked="" type="checkbox"/>	Harold Siercks (Secretary) 2-25	<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	

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

<input checked="" type="checkbox"/>	Dave Kohlmann (Trustee) 4-24	<input checked="" type="checkbox"/>	Mary Herdrich (Trustee) 4-23	<input checked="" type="checkbox"/>	Lysette Kopecky 1-24
<input checked="" type="checkbox"/>	Lynn Corazzi (Chair) 2-23	<input type="checkbox"/>	Nick Shera 1-23	<input checked="" type="checkbox"/>	Dave Zimbal 2-24
<input checked="" type="checkbox"/>	Gregg Jashinsky (Vice-chair) 2-24	<input checked="" type="checkbox"/>	Mike Murphy 1-23	<input checked="" type="checkbox"/>	Jeff Godbout 1-24
<input type="checkbox"/>	Cathy Spies (Secretary) 2-25	<input checked="" type="checkbox"/>	Dave Vogel 1-25	<input type="checkbox"/>	

### Meeting Topics:

- **Opening Prayer**

Fr Nathan opened the meeting at 6:45 with a reading of this coming Sundays Gospel followed by prayers offered by the group, especially for the faithful departed and those that are ill. We finished with an Our Father.

- **Review and approval or corrections to past minutes**

Minutes from October 6<sup>th</sup> were approved. Fr Nathan asked that the Agenda and Minutes be shared with our Seminarians and that we keep them in our prayers as they progress.

- **Chapel Updates and Closure**

- The Adoration Chapel remains open but will be closing as of Sunday, November 13<sup>th</sup>, for a projected 3 weeks. Chapel is scheduled to reopen for Adoration after the evening Mass on Sunday, December 4<sup>th</sup>. Items to be completed are installation of the finished Alter, hanging the Icons, installing trim work, and other minor items. Still to come are a finished bookshelf with material, upgraded doors, and a closet. Discussions on getting a quote for Chapel pews from the same supplier as the Church pews.
- We are still looking for Adorers for a few of the early morning hours, particularly Monday and Saturday in the 1AM to 3AM time slots. These time slots are still not being covered. We are looking for more Adorers to cover these time slots and provide additional presence in the Chapel or serve as backups in case of an absence. Participation in the Adoration Chapel can lead to greater participation in Parish activities. We know we have Adorers coming from outside of West Bend.

- **Eucharistic Revival**

- The Archdiocesan Eucharistic Revival Preparation Day meeting held on October 22<sup>nd</sup> was discussed. The Archdiocese of Milwaukee is participating in the National Eucharistic Revival, a three year program getting started in 2023. Representatives for SFC and SMIC were present at the meeting. It was discussed as being very well organized with a number of excellent speakers on different topics. For those that did not attend but are interested in getting more information, you can go to the Archdiocese website and sign up for a free virtual Zoom meeting.
- The next activity will be on February 21<sup>st</sup>, the Archbishop's Pallium Lecture on "Love for the Eucharist in an Apostolic Age".
- On June 10<sup>th</sup> will be the Archdiocesan Eucharistic Congress. The Archdiocese is asking for 25 persons from each Parish to attend.
- The Eucharistic Revival works to reinvigorate the parishioners in the belief of the Body and Blood of Christ present on the Alter.
- Planning for a Eucharistic Procession from SFC to Holy Angels (avoids crossing Washington Street) and a Eucharistic Procession from SMIC around the Barton area.

- **Update on the Transition Committee - TA and Help out Updates**

- Fr Kevin will be the TA starting January 1<sup>st</sup> until the new Pastor arrives in June. Fr Kevin shared that a number of retired and active Priests in the area have volunteered to help out during this time to maintain our Mass schedules, funerals, etc.

- **Parish Profile update**

- Work on the SMIC and SFC Parish Profiles is progressing with a presentation of the Draft document to the full Council at the December Pastoral Council meeting. Dave Vogel will be putting together a Quarterly look ahead of Parish activities to assist Fr Kevin in his planning. Discussions on having the on-line bulletin including upcoming activities for planning and volunteer opportunities. Several discussions on how best to put together a Parish calendar of activities, although it was acknowledged that it is difficult to keep current.

- **Kneelers during Communion (From the Prayer and Worship Committee)**

- It was noted that more Parishioners are receiving communion while kneeling. The Prayer and Worship Committee have proposed having two kneelers available at communion at both SMIC and SFC to accommodate those Parishioners. Prior to starting their use, Fr Kevin would introduce this change to the Parish's and explain their purpose and use. The intent would be the kneelers match the material / design of the alter area at each site and be movable. The present thought is to have them available for the start of the Advent season, at least with temporary units. After the church renovations at SFC, kneelers would be updated as necessary.

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

- **Discussion on signage for the Church and School Building**
  - When the Steeple steps area is redone and the grounds graded the existing church sign must be removed. Discussions were held on what the new Church signage should look like and location(s). Discussed using the existing School Building sign on the corner as a temporary sign while the steps area is rebuilt. After the steps are completed, installing a new smaller sign between the steps and the driveway to the school garage on the slope. The existing School Building sign would then be replaced with a smaller sign / historical plaque, which could also direct people to the new Parish Office entrance around the corner. Discussions on the design on the signs favored a simple two pillar design with the church name and logo as information on Mass times, etc., is easily available on the website and can be kept current.
- **Steeple entrance step update**
  - The design is nearly finalized. Discussions continue on design details with the intent to final the design and submit to the City of West Bend for review and approval within 60 days. After city approval we can then approach contractors for cost estimates and construction time lines.
- **Committee Reports: (As necessary)**
  - Stewardship and Fellowship– Harold Siercks
    - Rummage Sale: Net profit of \$12,365.95, of which 50% will be donated to the St. Vincent de Paul Society at the December Council meeting.
    - Fish Fry: Served 596 dinners with an initial profit count of \$3,773.95. This does not reflect a few items still to be paid and a contribution amount from Catholic Financial Life.
    - Discussions were held on concerns about a drive through Fish Fry based on traffic control and the possibility of an accident, and also the impact on local businesses due to traffic congestion. Harold Siercks will be discussing this with coordinators. Our next Fish Fry is presently scheduled for March 10<sup>th</sup>.
  - Prayer & Worship – Kathleen Paul
    - No report.
  - Finance – Bob Jandre and Bob Wenzlaff
    - We are presently running close to our budget for the 1<sup>st</sup> Quarter. Finance is recommending an immediate change to the Scrip program to eliminate handling of cash or checks. This is being driven by recently receiving 'bad checks' that accounted for approximately 20% of program profits. Scrip would remain available for purchase but the program will evolve into an on-line purchase using credit or debit.
  - Faith Formation – Mitch Ziesemer
    - No report.
  - Human Concerns (includes Honduran Connection – Oscar Valladares and Melinda Jessup
    - Our next Honduras trip is upcoming, but exact dates have not been set yet.

**Next meeting: Thursday, December 1st – 6:45 at SFC**

## **Breakout meeting topics: St Frances Cabrini**

- **Project Leadership Committee**
  - The committee will oversee the budget and manage timeline during the project implementation. To help oversee the upcoming projects the committee is considering a project manager or a general contractor. Committee is looking at 3 companies to fill this role.
  - The committee will also be meeting with New Holland to discuss pew work. Installation of pews would likely be early May. If assistance is needed from the parish, early communication will be done.
- **Roof Update**
  - Higher Ground did visit the church. They made changes to the tower as previously discussed. The changes are in place. Observation needs to be done to see if the changes have stopped the leaks. If no leaks are detected by spring, victory will be declared. This would be the key to start indoor construction which is tentatively slated for 7/1.
- **Church Hall/School Kitchen**
  - Old stove equipment has been removed from the church kitchen. Replacement equipment will be sought. The school kitchen stove was also removed and is being replaced.
  - School is looking at leaving funded school lunch programs. The idea is to warm/heat foods that have already been prepared. (ex: Costco food) The school can experience savings over the current program. More importantly, this allows the parish/school to avoid requirements that are tied to the government funded program that conflict with our catholic beliefs. The school does need to avoid being seen as a commercial food kitchen.

## **Committee Reports : (As Necessary)**

- Stewardship and fellowship – Mike Murphy
- School – Nick Shera
  - The school will be sending out a survey regarding uniforms. There was a spirited discussion in the council about the pros and cons, along with past efforts to establish uniforms. In the end, the council agreed it was in the schools hands and we wished them the best.
- Prayer and worship – Lysette Kopecky (includes adoration)
  - See common time discussion on the Adoration Chapel.
- Human Concerns – Cathy Spies
  - Due to out of the area, no report.
- Finance – Jeff Godbout and Greg Jashinsky
  - Meeting was held on the 20<sup>th</sup>. Council rep was unable to attend due to travel.
- Faith Formation – Dave Zimbal
  - Next meeting will be held in January.
- Day care was briefly discussed. There will be increases in both tuition and salary. This move keeps the program competitive with other day cares, and will get/keep the program from being in the red.

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