

# St. Odilia

## Parish Leadership Council (PLC)

### Meeting Minutes – APPROVED 3/21/23

Council: Parish Leadership Council (PLC)					
<b>Date:</b>	Tuesday, March 21, 2023		<b>Time:</b>	8:00 p.m.	
<b>Chair:</b>	Nancy Diekmann		<b>Location:</b>	St Monica Room	
<b>Meeting Participants:</b>	Present		Present		Present
Kat Coleman	X	John Hunt		Ana Pesina	X
Francisco deMeireles	X	Teresa Marchek	X	Fr. Erich Rutten	X
Nancy Diekmann	X	Brian McCool	X	Rick Storms	X
Joe Dodge	X	Karime Morales		Kathy Wiggin	X
Troy Gregory	X	Jean Nickman	X	Fr. Brian Zuelke	X
Karen Henningsen	X			Amy Etten (Recorder)	X

<b>Opening Prayer</b> Karen Henningsen	<b>All</b>
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- Reviewed minutes from February
- Motion to approve the minutes. Minutes approved.

<b>Pastor's Report</b>	<b>Fr. Erich R.</b>
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- Continuing the discussion on the Archdiocesan Synod Implementation Plan, and Archbishop Hebda's Pastoral letter, "You Will Be My Witness" which can be found on the Archdiocese website, also offered as a podcast. Encouraging all to read/listen to the Pastoral Letter. Plan to review/discuss at PLC meeting in July.
  - St. Odilia parish Synod Evangelization team continues to meet. Will grow/expand this small group ministry.
  - Forming small groups is the Synod priority for year 1 (July 2023-June 2024). Small group ministry that "fosters personal relationships, builds community and provides formation to help parishioners grow as joyful missionary disciples of Christ."
  - Question on whether there will be a financial impact from the Synod? Not a direct impact. Focus is on evangelization of small groups. We are looking at enhancing our worship space, which may have a financial impact.
- A copy of St. Odilia Mission and Vision statement, approved by PLC in September 2022 was distributed to PLC.
  - Fr. Erich invites us all to review our vision/mission. Consider your own MAC, ask questions; How does this relate to the MAC council that I am on? Where are we within our ministry and where are we headed? Does this support our mission/vision?
- Igniting the Spirit Campaign continues. We have begun to notice more activity, more energy, good turnout at recent events, fuller Masses, more families gathering in the Courtyard for coffee and donuts. Formation programs continue, school is strong, greater emphasis on welcoming new families to the parish.
  - Continue the momentum going forward with upcoming events.
  - Actively promoting 6pm Sunday evening Mass, starting April 16.

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<b>Administrator's Report</b>	<b>Rick S.</b>
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- Security around the St. Odilia campus continues to be vigilant. Recent incidents in the parking lot were addressed after reviewing our current video surveillance.
- Endowment grants (emailed) need to be submitted by April 5. The next PLC meeting, grant requests will be reviewed.
- 2023 distribution from our Endowment Fund is \$81,000. Details have been shared with MAC staff liaison and council chair. Actual grant requests need to be submitted to Rick Storms by April 5. The PLC will consider and decide on all grant requests at the next meeting on April 18.
- Question about the Community Life Council and grant requests – no funds designated. Could they apply for the undesignated amount?
- Three Endowment Grants - School, Parish, Prayer Garden. With all these distributions, we get a notice that the money is there, and always have the opportunity to reinvest, which is what we do with the prayer garden. Distributions for the Prayer Garden are re-invested. With every plot or niche sold, about 20% is directed to the perpetual care fund, which is used to cover costs associated with the maintenance of the Prayer Garden.

#### **Participation forms / New Parishioner Welcome / Discernment**

- Nancy visited the Stewardship MAC meeting last month.
- Theresa Kruse provided a summary of the 2023 Participation Drive
  - Out of the 2200 registered active households, 233 Participation Forms were returned.
  - The bulk of the forms returned (200) were parishioners continuing their current volunteer role.
  - 41 people were matched to new opportunities. Any new MAC leads were shared with specific council chairs. A new member for the Endowment Advisory Committee was identified through this process.
  - Ministries that received new member interest (from handout)
    - Worship 12
    - Music 3
    - Community Outreach 17
    - Community Organization 2
    - Community Events (Fall Fest) 5
    - Hospitality 8
    - Pastoral Care 6
    - Faith Formation 2
    - School 5
    - Building/Grounds 2
    - Leadership Councils 1 Endowment, 1 Social Justice
- New Parishioner welcome – after the 9am Mass, each month, in the Courtyard.
- Question from PLC: can we create an online/electric version on the participation form? Yes!
- Discernment process is coming up next month, May 16. An information session will be in the parish conference room April 23, at 10:15 am (between the 9am and 11am Mass)
- MAC members are encouraged to begin recruiting people to any of the councils, not just your own council.
- Can we offer the information session at other times, not just after the 9am Mass? We want to reach our Latino community.
- Amy will email each council Chair/PLC Rep/Staff liaison a roster to identify those who may be rolling off the council. 2 openings for PLC at large positions.

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#### Ministry Area Council Updates

<b>Facilities Council</b>	<b>Joe D.</b>
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- Project update from Mark. Walk off carpet by door 9. All main doors have carpet.
- Renovations in cry room are complete.
- Planning items discussed: church updates, lighting, resurfacing the pews, replacing carpet.
- Gym stage project, signed contract with Langer and Station 19. Construction will start in May.
- Discussed landscaping, tree removal, making room for new playground equipment.
- Looking at a new scheduling system for securing doors.
- Discussed concerns about a shortage of storage space.

<b>Faith Formation Council</b>	<b>Kat C.</b>
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- Family Faith Formation: 58% prefer Wednesday evening, considering offering both Sunday before 11am Mass and Wednesday evening options. Sunday morning will open parent program to Adult Formation.
- VBS registration is going well. Lots of planning and information shared on website.
- Confirmation: need to keep Wednesday night because of seminarians' schedule. Looking to partner and communicate better with the school Sacramental coordinator may take on Confirmation in the future.
- Adult Formation: 2x/month opportunities for the whole parish shared with OCIA and Family Faith. Young Adult group partnering with St. John's for monthly events.
- Catechesis of the Good Shepherd – on hold due to lack of space.
- Reviewed staffing descriptions and roles.
- Ken Manning is serving as part time interim youth minister.
- Faith Formation Council: currently 10 members.

<b>Finance Council</b>	<b>Francisco de.M.</b>
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- We are still running behind on contributions, \$58K less than budget, also running about \$3500 less than last year<sup>[DN1]</sup>. Parish staff is engaged at looking at revenue/expenses.
- Finance Council: 8 current members. 2 new members joined last month.

<b>Latino Leadership Council</b>	<b>Karime M.</b>
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Not represented this evening

<b>Pastoral Care Council</b>	<b>Karen H.</b>
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- 10 members on committee. May be losing one member. Strong council.
- Ministry minute through Stewardship: PCC has a member from their council that is willing to share their ministry.
- Interested in partnering with the new Community Life Council on projects/activities.
- Focusing on local, small charities. Planning to help Listening House that needs remodeling.
- Council members wrote individual cards to people over 80 yrs of age, approx. 450 people. Checking in on these parishioners. Also sending birthday cards to those over 90 yrs.
- April bin collection is for Soap and Towels (also collecting on Holy Thursday)
- Sarah's Table - April 12

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School Council	Teresa M.
<ul style="list-style-type: none"><li>• Discussed new space for school classrooms and furniture that will be needed. Grant request will be for furnishings and equipment for a remodeled science room.</li><li>• Moving to trimesters. Currently on a quarterly schedule.</li><li>• Strong enrollment forecast. 97.7% retention rate. Projected 605 K-8 next year. Extra class next year. Current 8<sup>th</sup> grade is the only grade with only 2 classes. Next year all grades will have 3 classes per grade.</li><li>• Strong enrollment for preschool (60 went into Kindergarten)</li><li>• At least 2 MAC members may be rolling off</li></ul>	

Stewardship	Ana P.
<ul style="list-style-type: none"><li>• Discussed ministry minutes, want to keep in under 2 minutes, 1 ½ minutes. Would like to create a video that could be shared at all Masses.</li><li>• Discussed events that we want to plan, still discussing with MAC members.</li><li>• Suggestion made from PLC: School families would be a great resource, get kids involved with the gardening (pastoral care), Confirmation students could help with formation programming, or coffee and donuts and receive volunteer hours</li><li>• Discussed the budget. People will give where they are involved. Conversation about getting school families and faith formation families involved in the community, parish, and back to Mass</li><li>• 9 members currently on the council.</li></ul>	

Worship Council	Kathy W.
<ul style="list-style-type: none"><li>• Preparing for Holy Week, Easter Vigil.</li><li>• Revitalizing the Sunday 6pm Mass experience. We are seeking individuals for Eucharistic ministers, 6pm Mass.</li><li>• Endowment funding – Eucharistic canopy has been ordered</li><li>• Meeting with contractors to review worship space.</li><li>• Currently have 4 MAC members. Need 5 to discern.</li></ul>	

Meeting Adjourned: 9:30 p.m.  
Next PLC Meeting: April 18, 2023  
Prayer: Amy Etten