

St. Paul Pastoral Council Meeting
Tuesday, Sept. 27 @ 6:30 pm
at St. Bruno's

Call to order- at 6:38pm by Father Chuck.

Roll Call:

- **Present:** Father Chuck, Dan Zehnpfennig, John Morgan, Sonja Fendryk, Tammy Lindner, Linda Varner, Margot Schumacher, Vickie Schroeder, Cindy Robinson, Cindy Beauchamp, Jim Dunlap, Mark Sanderson, Jim Winiecki, Pete Pugal
- **Visitor:** Mark Kemmetter, Rita Borowski
- **Absent:** Tom Quinn

Meet in Church—Guest: Mark Kemmetter (On Pastoral Council)

- All Council members need to be aware of the "Parish Pastoral Council Norms"
- Purpose
 - 1.1: Be a vehicle for fulfilling the pastoral **mission** of Jesus and our Church
 - Worship
 - Evangelization
 - Stewardship/ Community building
 - 1.2: Strive to build a community of disciples
 - 1.3: Engage in a continuous process of pastoral planning
- Responsibility
 - 2.1: We are a consultative body (not an advisory body)
 - We come to decisions by consensus
 - When the Pastor wants to consult about anything, he consults with the pastoral council
 - Finance council: they are the **management** body—they assist with the administration of parish goods
 - We all have the same mission: to carry out the Mission of Jesus
- The Pastor "Shepards" the body of people
- Pastoral Council is not involved in the supervision of the staff members
- Money follows mission. You have to have a good mission in order for members to contribute.
- Liaisons: are the constant ears and eyes for the parish.
- Pastoral Council Basics Checklist:
 - Council appendix of the Norms are consistent with the current practice
 - Has a tactical (annual) plan or long-term plan for the coming year
 - All council members have completed video training (25 minute video)
 - Regular meetings with a well-planned agenda
 - Committees provide regular reports to the council (should be approximately a one-page summary of bullet points)
 - Prayer is important! (opening and closing prayers or whatever structure of prayer we decide upon)
 - Each member has a copy of the Parish Councils Manual (available online)
 - Council minutes and a meeting summary are made public to the parish
 - Pastoral council meetings are always open to the public
 - A summary can be added to the bulletin since most people will not actually read the minutes posted on the website

- Parish representatives to the deanery assembly selected by the council, attend the meetings
- Options for Pastoral Planning
 - One Year Tactical Planning
 - Select three goals the parish and council will implement over the course of the year
 - Mission Inventory Planning
 - Snapshot or Ministries/ development of New Priorities using and inventory, based on the key indicators of a parish consistent with the diocesan Synod view of the mission
 - Five Year Strategic Planning
 - A comprehensive strategic approach to develop a five-year growth plan for the parish working with the pastoral councils as a planning team

This portion of the meeting concluded at 7:35pm.

MEETING WITH PASTOR, 7:40pm:

- **Status on Personnel Changes**
 - We have a personnel committee and are looking for someone with a human relations background to join. Pete Pugal could be a candidate.
 - Ben – principal for both parishes
 - We are still interviewing for the Director of Youth Ministry position

Approval of Minutes of last meeting: Motion to approve by Linda Varner, seconded by Cindy Beauchamp. Cindy Beauchamp will upload these to the website.

Questions/Expectations of Father Chuck – final call

Information from St. St. Paul's office: Number of parishioners who are no longer donating; correlation is they are not active members

- When this information is available, we will get this to all of the council members

Goal Setting:

- a. Stewardship: determined a direct report to Pastoral Council. Stewardship committee to work on annual appeal. It is the general agreement from Finance Council that we need a focus on evangelization and work in the finance portion. Direction from Pastoral Council? Coordinate census with information?
 - Hoping to have a stewardship meeting next Tuesday, Oct. 4th.
 - Looking for the Chairperson position to be filled
 - Will discuss the stewardship cards to be mailed

– HOLD REMAINING GOAL DISCUSSION FOR NEXT MEETING

- b. Revising Mission Statement (see reverse)
- c. Bridging the Age Gap (Broad Statement)
- d. Strengthening Ties with St. Paul Staff (Broad Statement)
- e. New Life to St. Paul's (Broad Statement)
- f. Growing Relationship with St. Bruno's (Broad Statement)
- g. IDEAS?

St. Paul Councils and Staff Retreat – FEEDBACK

- GREAT JOB Cindy and Linda for planning this wonderful retreat; THANK YOU!
- Next year we are looking to have the retreat the same weekend (Just following Labor Day weekend)
- We all agreed that we enjoyed our guest speaker (Rich)
- We may discuss having the retreat just one day instead of two
- If any of us have suggestions, contact Linda Varner or Cindy Beauchamp with them

Voice of the people –

- Nothing to report

Committee Reports:

- **School:**

- Meeting #1 brought Ben Holzem, Father Chuck, St. Bruno and St. Paul's school committees together to discuss the proposed solution of having Ben Holzem step in as interim-principal of St. Bruno's; thus splitting his time over both schools. The pros and cons of this interim solution was discussed. We decided this is our only option and is in the best interest of the schools to proceed with this decision. We will be measuring success through family, staff and student feedback and surveys. Consistent communication and availability to families, students and teachers by Mr. Holzem is of utmost importance. School committees will begin to meet on a combined evening to share 30 minutes with Mr. Holzem for the principal report and discuss any outstanding issues.
- Meeting #2. First overlap meeting of the School Committee's (held at St. Bruno's). Mr. Holzem provided positive feedback on his first week-and-half; sharing his schedule of hours spent at each school and off-campus meetings, parent/new parent meetings, staff engagement, etc. He did admit there were some challenges but overall felt confident there is forward progress. Some discussion on possible synergies and efficiencies between schools over time (such as shared auditor for School Choice program). However, all messaging and decisions are consistent that the schools are not merging and will continue their same identities. St. Paul's Committee meeting was brief, a quick update on the Fore the Kids event; monies and attendance down from prior years. Moving the date to July next year should help increase attendance; auction items need to be "fresh" since year-to-year they have tended to be the same items. We also need to get newer school families to attend. Mr. Holzem has recruited at least two new School Committee members that will begin to join the meetings next month.

- **Christian formation:**

Youth ministry

- 4 resumes to look over for the Director of Youth Ministry position, two look really good
- Interview team is in place. It's a mix of Catechists, pastoral council, and staff from both parishes
- Interviews ready for week of Sept 6

Child ministry

- Oct 8 service opportunity for whole family – Riverwest Food Pantry

- Vicki Thorn will be giving a parent talk during the family program Jan 8, first of two parts on sexuality
- Possible sharing with St. Jerome next summer vacation bible program

Adult ministry

- Mary is looking for couples to preview DVD series by Mary Gungor on marriage; looking for feedback
- RCIA, two interested at St. Bruno so far

- **Prayer and worship:**

- Upcoming Leadership Gathering at the Cousin's Center "A Vision for the Future: Evangelization and the Sunday Mass, Friday September 30th or Saturday October 1.
- Advent Prayer books - Committee is looking for an individual to spearhead an effort to develop personalized messages for each day in Advent. Ordering traditional booklets is being considered as well.
- Committee membership - participation is lacking from respective ministries; opportunities for engagement and training were discussed. Hospitality formation opportunity with coffee and donuts will be offered soon.
- Day of Adoration for Advent and Lent will be offered again this year.
- Up-coming dates:
 - October 16th - celebration of Fr. Dick's Jubilee 50th year anniversary following 8:30 mass, coffee and donuts.
 - October 29th - All Souls Mass
 - December 3rd and 4th - Advent begins
 - December 24th mass schedule - 4:00 pm and 6:30 pm
 - December 25th - 8:30 am
- Christmas and Easter mass schedules alternate every 2 years. St Paul's will celebrate a 10:00 pm mass next year.
- Commitments from choir members and Tammy and Steve are being pursued for Christmas masses.

- **Human concerns:**

Ministry Highlights for Year of Mercy

- September is Heavenly Babies Collection
- October is Visit the Sick and Respect Life—hospital/home visitation—Action Plan: possible signing of cards at table in Gathering Space after masses on second weekend
- November—Pray for the Living and the Dead; All Souls Mass and reception Saturday, October 29, after 6pm mass with an All Souls remembrance on Sunday also
- Clothing Share: Save clothes/household items to donate October 13-14-15
- Reformation Lutheran Day at the Farm: On October 1, twenty kids and 5 adults will be bused (hopefully with 5 kids from St. Paul) to a farm. Farmer is paying for the bus.
- St. Michael's Feast Day Mass: Had a multicultural mass in 5 different languages on September 11 at 10:30am; parishioners dressed in their ethnic clothing
- Bereavement: Plans underway for All Souls Mass and Reception
- Hope Center Meal: Scheduled for 10/12/16; Need 6-8 volunteers, 10 gallons milk, dessert for 80-90 people
- Financials: Groceries for Casa Maria and St. Ben's purchased from funds for Loaves and Fishes; Fiscal year budget being developed

Ongoing Business:

- FIATs (Faith in Action Tasks); 3 are required for each high school student; Would like ministry chairs to be thinking of what can be done for their ministries
 - Highlight a parish ministry at each Family Program session with a brief talk and opportunity to meet the chair
 - Job Descriptions for ministries—be thinking about for the future
 - Ministry events that include participation with Knights of Columbus
 - Jubilee Year of Mercy pictures of events/actions needed for November
 - Blood pressure screening—need a coordinator; ministry may not continue
 - Annual Report: which highlights should be mentioned
 - Work and Pray—knitting, crocheting, and possibly making cards for the homebound (have all the supplies); Invitation to be written for bulletin and will include info about prayer shawls
 - Pastoral Council report October 25
 - Goals for next year, 2016-17: Acquire more committee members? Keep the Human Concerns table active every second weekend? Or just for special events/activities?
- **Stewardship:**
 - Meeting to be scheduled on special evening to discuss appeal. Still looking for someone to chair.
 - **Finance Council:**
 - Meeting held on 9/21/16
 - New member Curt Groniger
 - Committee decided to stagger terms to maintain continuity
 - Recommended reinstating the personnel committee
 - Requested an effort be made to try to identify who has possibly dropped off from the mass count since the mass changes.
 - Tammy L. will get the stewardship committee together to develop a plan for rolling out stewardship cards.
 - Sign is scheduled to be fixed weekend of 9/24.
 - The exterior of the parish office is still scheduled to be painted this fall. Cost is materials only.
 - Driveway repair is complete except for the lines being painted.
 - Next meeting 10/17/16 at St Paul's.
 - Annual church financial will be available October 1st; it will be emailed to council members

Ears of the People:

- One member will be splitting his time (and offerings) between both parishes
- We need to stay positive especially when speaking about being "down" on numbers
- Some parishioners would like to see a 6pm Sunday mass (rather than a Saturday night mass)

Pastoral Council Installation Mass Date:

- Father will pick a weekend and whoever can attend will be great.

Welcome Weekend- Oct 29th/30th--Availability to Assist?

- Send Tammy an email if you are able to help with this.

Open topic:

- Nothing to report

Motion to adjourn: by Dan at 8:38, seconded by everyone.

Final prayer: Lead by Mark Sanderson

Important dates

- Sept. 30th/Oct 1st: Arch Diocese Meetings (Optional)
- Next council meeting: Tuesday, October 25th at St. Paul's at 7pm. (Guest: Human Concerns)
 - Opening/Closing Prayers: Jim Winiecki