

Pastoral Council Meeting Minutes

Date: August 6, 2015

Time: 6:45 p.m.

Location: SFC – Mother Cabrini Hall

Attendees:

Staff

<input checked="" type="checkbox"/>	Fr. Nathan Reesman	<input checked="" type="checkbox"/>	Katie Schaitberger	<input checked="" type="checkbox"/>	Rick Doll
<input checked="" type="checkbox"/>	Fr. Enrique Hernandez	<input checked="" type="checkbox"/>	Jill Maria Murdy	<input type="checkbox"/>	

Immaculate Conception

<input type="checkbox"/>	Art Poehlman	<input checked="" type="checkbox"/>	Kay Claas	<input checked="" type="checkbox"/>	Mike Walter
<input checked="" type="checkbox"/>	Janice Bodden (secretary)	<input type="checkbox"/>	Lori Lehnerz	<input checked="" type="checkbox"/>	Sharyn Fonte
<input checked="" type="checkbox"/>	Jerry Meulemans	<input checked="" type="checkbox"/>	Mike Falkner (vice chair)	<input checked="" type="checkbox"/>	Sue Nygard (chair)

Saint Frances Cabrini

<input checked="" type="checkbox"/>	Anne Marie Danaher	<input checked="" type="checkbox"/>	Lisa French (secretary)	<input checked="" type="checkbox"/>	Roman Lichon
<input checked="" type="checkbox"/>	Bob Roecker	<input checked="" type="checkbox"/>	Mary Herdrich	<input checked="" type="checkbox"/>	Randy Lucka
<input checked="" type="checkbox"/>	Joe Mentink (chair)	<input checked="" type="checkbox"/>	Matt Wallner	<input checked="" type="checkbox"/>	Sara Kelly
<input checked="" type="checkbox"/>	Joe Vespalec (vice-chair)	<input type="checkbox"/>	Mike Schmitt	<input type="checkbox"/>	

Joint Meeting Time:

- Opening prayer – recognizing the Feast of the Transfiguration of the Lord
- Guest Speaker – Barb Vite, Archdiocesan Director of Parish Stewardship (viteb@archmil.org)

Barb shared best practices for running a parish capital campaign:

- Key is to have strategic plan first
 - Defines a clear vision of the needs of all ministries, not just facilities, for 2 to 10 years out
 - Archdiocese has resources with expertise in this area (Mark, Michelle) that could be contacted for further discussions
- Needs should be supported by business cases for the asks
 - Preferably concrete “things” with target \$’s for each
 - If multiple components, prioritize them
 - Deferred maintenance should be grouped as one “thing”
 - Debt reduction is a less captivating ask, so would need to clearly id trade off benefits
- Usually requires small dedicated operating committee reporting back to pastoral council
 - Pre-planning period average 4-6 month
 - Start public communications ~ 6 weeks before official launch
- Highly advisable to hire a consultant for large scale (i.e. >\$350K) campaign
 - Professional project management skills and time focus v.s. intermittent volunteer time
 - Could be engaged for feasibility study, campaign coordination, or both
 - Archdiocese does not make recommendations, but can provide the names of consultants that other parishes have used
- Feasibility study highly recommended prior to launch of campaign
 - Gather crucial parishioner feedback via interviews and focus groups of broad parish base
 - Objective 3rd party (i.e. consultant) here is most helpful
 - Want to test that everyone is equally excited as the committee about the proposals
- Expectations for success
 - Estimate \$’s at 1.5x offertory
 - Low default from those who actually make pledge (35% of parish will pledge, 97% of pledges come through)

- Best campaign 3-5 yrs, because 1) people are too mobile - could move before finishing pledge commitment, and 2) lose momentum as parish does not see fruition of the ask
- Faith, Hope & Run event update - Katie
 - Letters mailed to 500 families with \$100+ donation request
 - Will be reaching out for co-sponsorships ~ \$1.5K each with goal of \$8K
 - Holy Trinity will be participating along with SFC and IC
 - 1/3 of volunteer spots filled; need to encourage sign up now vs. wait for friends, etc.
 - Discussed pre-planning for next year in order to announce at this year's event
 - Agreed to commit to 2016 date (same weekend) in order to lock reservations
 - Agreed to have further discussion before choosing charity; having Habitat for at least 2 years would be ok and easy since already vetted
 - Agreed to wait for results to decide if repeating run or just festival component
- School partnership committee status update – Fr. Nate
 - Group has been doing more research about the history of each campus
 - Continue discussion around 4 scenarios:
 - IC becoming early childhood & daycare / shift all grade school to SFC
 - IC becoming blended learning facility / SFC remain classic format
 - Close IC / shift all grade school to SFC
 - Add high school / shift grades among facilities
 - Each scenario being built out and researched in much detail
 - Requested file from archdiocese on high school feasibility study done in the area ~2002
 - Current year school enrollments / budgeted:
 - IC 70 / 60
 - SFC 298 / 300
- Parish clustering update – Fr. Nate / Katie
 - Fr. Kevin (Holy Trinity Newburg) has been actively interested in participating in activities; will be participating in Fest, teaching in schools, would like to be included in meeting minutes, etc.
 - Deacon Mike has asked to be shared with IC as well (currently shared with Trinity and SFC); has permissions for baptisms, preaching, visiting sick, wedding prep, and funerals without masses
 - Ministry appreciation dinners will be held at each parish in October
 - Announcements of café offerings will be coming near the end of August
 - A reminder was shared that the Parish Cluster Plan is due to the Archdiocese by September 14th.
- Next Meeting: September 3rd

Break Out Meeting Topics:

IC

- Committee updates
 - Catholic Formation and Evangelization (Sue) – RE classes begin 9/8 with registration and dinner, meet with teachers, and break into age groups to discuss the beatitudes. During this class time, Father Enrique will meet with the adults.
 - Finance (Mike / Jerry) – Mike presented the fiscal year-end balance sheet.
 - Human Concerns (Kay) – no report
 - Prayer and Worship (Mike) – Work is being done on the Mary alcove. Group is discussing providing a prayer card or hymnal bookmark with a welcome guide for new parishioners.
 - School (Lori) – no report
 - Stewardship (Janice) – All things are set for the Polka Mass and Raffle Event Saturday, August 8th. Raffle tickets are being returned, food is ordered, and silent auction donations are coming in. Tables will be set up Friday and individual areas will be completed on Saturday morning.
- Other
 - Father Enrique is working with the Hispanic community on ways to welcome everyone. The Lonche Latino in Sunday, August 16th, all are welcome. It will be held after the 9:30 bilingual Mass from 10:30 to 12:30.
 - The shared offices at SMIC are now in use.
 - Father Enrique closed the meeting with a prayer.

SFC

- Committee updates
 - Catholic Formation and Evangelization – no meeting to report
 - Finance (Lisa/Anne Marie/Rick) – Apr & May stewardship has been down; finalizing financials to close out June 30th (fiscal year-end)
 - Human Concerns – no report
 - Prayer and Worship (Jill Maria) – will be hosting a server outing; will be adding pew envelope holders at SFC similar to those at IC; updating daily mass vessels
 - School – no report
 - Stewardship – no report