

# Pastoral Council Meeting Minutes

**Date:** September 3, 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 checked="" type="checkbox"/>	Art Poehlman	<input checked="" type="checkbox"/>	Kay Claas	<input checked="" type="checkbox"/>	Mike Walter
<input checked="" type="checkbox"/>	Janice Bodden (secretary)	<input checked="" type="checkbox"/>	Lori Lehnerz	<input type="checkbox"/>	Sharyn Fonte
<input checked="" type="checkbox"/>	Jerry Meulemans	<input 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 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 Topics:

- Opening prayer – Prayer for the Feast of Saint Gregory the Great, the “watchful one”
- Approved July meeting minutes
- Follow-up to last meeting’s Barb Vite discussion
  - Group reiterated some key takeaways:
    - Need for strategic plan before all else
    - Mortgage pay off is not an attractive campaign topic (ok as it ends in 2019 naturally)
  - Starting point could be facilities list, outcome of synod process, or ???
  - Acknowledged that school decision for the cluster is vital before heading down a path
  - Acknowledged that group could need professional guidance to create strategic plan, but have open questions
    - How much planning is done with both parishes together? Separately?
    - How far out does the plan reach? 5 years? 10 years? More?
- Cluster plan response sheet completed, signed by council reps from the 3 responding parishes and submitted to the archdiocese. (HA filing on their own).
- Synod mass evangelization RSVP now optional, but as SFC and IC had gathered ideas already, Fr. Nate submitted the form on behalf of our two parishes.
- School Partnership Committee status update
  - Ideas continue to be presented and explored; thoughts being organized around as many as 9 variations that have surfaced.
  - Hope is that the working group will be able to vet thoughts with the archdiocese by the end of September, then to the broader parish communities.
- Began discussion on how to more deeply engage Holy Trinity, Newburg, as they have continued to be express a desire to actively engage with the cluster. Fr. Nate provided more color on the parish.
  - Fr. Kevin will be teaching in the school and has open invite to meetings
  - Their school closed 30 years ago, but their parish contributes to the 3 West Bend schools.
  - The parish is small, but active, pulling from various local communities in physical proximity to it.
  - It is financially stable, but small – annual budget around \$200K and only 1 staff (Fr. Kevin himself)

## Joint Meeting Topics (continued)

- Faith, Hope & Run and Family Fest event update provided by Katie
  - Good RSVP on volunteers, but acknowledged needing a little coordination of the communication to/from them.
  - Current count at 108 registered runners, 25 to be timed, but expected more to sign up before or on day of the event.
  - Will now be adding more announcements at the masses promoting the fest portion of the event to raise awareness of it as the community building activity it is intended to be.
- Katie reminded group of the ministry dinners at each parish (10/22 @ IC and 10/29 @ SFC). Invites expected to mail soon to the volunteers at both parishes and all are highly encouraged to attend.
- Planning for a next quad parish meeting was put on hold, pending the identification of sufficient agenda topics bridging all four parishes.
- Fr. Nate presented a letter he received from the Arch looking for participants to attend the upcoming Black Catholic Pastoral Plan Summit on Sunday, November 8<sup>th</sup> at the Cousins Center. Anyone knowing of young adults (18-35) with an interest in social justice are encouraged to have them register online [www.archmil.org/summitregistration.htm](http://www.archmil.org/summitregistration.htm).
- Upcoming visit by Pope Francis will prompt some activities.
  - A prepared booklet will be integrated into religious ed and school programs.
  - IC will be hosting a holy hour.
  - Fr. Nate will be accompanied by 7 others to PA for the convention.

## Break Out Meeting Topics:

### IC

- Committee updates
  - Catholic Formation and Evangelization - On September 8<sup>th</sup> is the beginning of the CCO program with a study of the Beatitudes broken into segments for different ages. Father Enrique will have an adult presentation at the same time. There will be ice cream sundaes to follow. The next meeting will be September 18<sup>th</sup>.
  - Finance - no meeting
  - Human Concerns - There was no August meeting. Two representatives from Honduras will be arriving next week and will be speaking at the Masses. The 9:30 am Mass will be bilingual.
  - Prayer and Worship - no meeting
  - School - There will be an open house in the school after the 9:30 am Mass. There will be a back to school meeting for all parents. On September 10<sup>th</sup> there will be a combined all school Mass at St Frances Cabrini and St Mary's will have an all school Mass on September 15<sup>th</sup>.
  - Stewardship - Our Parish Polka Mass and Raffle did well. The Church was full and many people stopped by afterward to have a sandwich and listen to the music provided by the Ray Konkel Band. Our event cleared \$7,609.25.
- The Lonche Lantino was successful with a nice crowd.
- It was discussed as a group that we would like to start an informational monthly schedule of the different committees. We will define the ministries to create more interest among the parishioners. It may consist of an announcement from the pulpit and also written information at the CAFE corner. We will also have input from the Spanish ministry.
- Janice will be looking into the initial premise of the Tree of Life. We will be looking at the minutes from 2011 which was the start date of this idea. We will be offering more information on this in the future.

<b>SFC</b>
------------

- Reiterated role of committee liaisons – to bring a summary of the meeting back to the council, and send full meeting notes to the council secretary for filing with council notes.
- Committee updates
  - Catholic Formation and Evangelization – no meeting
  - Finance – no regular meeting, but special meeting to prep proxy (see below)
  - Human Concerns – no meeting
  - Prayer and Worship – no meeting
  - School – New principal is well received; exploring alternatives for hot lunch delivery.
  - Stewardship – Working on stewardship appeal materials; prepping to install envelope holders in pews
- Reviewed proxy request and acquired sign offs for near-term infrastructure repairs
  - As parish is considered a corporate entity under state of WI rules, a formal proxy is required to all of the corporation’s board members when considering actions above certain \$ amounts, for formal authorization (i.e. vote).
  - The request must be directed to the Archbishop, as he is a board member (for each parish).
  - Proxy includes request to proceed with repairs to school’s multipurpose room roof (ASAP), and church HVAC and phone systems (fall ’15 or spring ’16).
  - Total costs are estimated at \$144,500 to be covered by insurance settlement (\$14,000), designated available funds (\$40,500), and a combination of cash on hand / draw from line of credit / focused parish appeal for the remaining \$90,000.
- In course of financial reviews, discussion was had around trend of overall decreasing financial contributions. Possible causes were presented but additional data tracking needed to diagnose.
- An overview of the new “We Share” program was provided.
  - The tool is provided by the vendor who produces the parish bulletins and was added on the parish website to help facilitate the collection of information or \$’s.
  - The tool is customizable for things such as RSVPs for the run or auction, or to collect tuition or donations.
  - The tool’s financial component provides for payments via EFT or credit card.
  - Cost is comparable to the current parish credit card service.
  - Benefit is that the tool puts the user in full control of the timing – can be once or pre-scheduled – and start and stop at will.