

Pastoral Council Meeting Minutes

January 3, 2019

Time: 6:45 pm Location: SMIC

Attendees:

Staff

<input checked="" type="checkbox"/>	Fr. Nathan Reesman	<input checked="" type="checkbox"/>	Katie Schaitberger	<input checked="" type="checkbox"/>	Jan Kolb
<input type="checkbox"/>	Fr. Andrew Infanger	<input checked="" type="checkbox"/>	Rick Doll	<input type="checkbox"/>	

Immaculate Conception

<input type="checkbox"/>	Catherine Yekenevicz (Trustee)	<input checked="" type="checkbox"/>	Lloyd Uelmen	<input type="checkbox"/>	Sue Nygaard (Chair)
<input type="checkbox"/>	Jacqueline Wulff	<input checked="" type="checkbox"/>	Mary Swosinski (Trustee)	<input checked="" type="checkbox"/>	Don Theisen
<input checked="" type="checkbox"/>	Jean Franke	<input checked="" type="checkbox"/>	Mike Falkner (Vice Chair)	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Kris Deiss (Secretary)	<input type="checkbox"/>	Rafael Vela	<input type="checkbox"/>	

Saint Frances Cabrini

<input type="checkbox"/>	Anne Marie Danaher	<input checked="" type="checkbox"/>	Greg Jashinsky	<input checked="" type="checkbox"/>	Mary Herdrich (Trustee)
<input checked="" type="checkbox"/>	Dave Gugg	<input checked="" type="checkbox"/>	Joe Vespalec	<input checked="" type="checkbox"/>	Randy Lucka
<input checked="" type="checkbox"/>	Dave Kohlmann (trustee)	<input checked="" type="checkbox"/>	Lisa French	<input checked="" type="checkbox"/>	Sara Sauer
<input checked="" type="checkbox"/>	Dave Zimbal	<input checked="" type="checkbox"/>	Lynn Corazzi	<input type="checkbox"/>	

Joint Meeting Topics:

- Fr. Nate began the meeting at 6:50 pm with an opening prayer.
- Approval of Minutes: We did not have a joint meeting in December. Minutes from SMIC's council meeting on November 26th and SFC's council meeting on December 6th were approved.
- Updates from Fr. Nate & Staff
 - What Is a Parish? Fr. Nate gave a brief primer on Canon Law and what a parish is. He provided a handout with excerpts from Chapter VI of Canon Law. A question and discussion period followed.
 - Faith & Family Fest Donor Recipient: Fr. Nate informed the council members that in order to have Holy Angels experience more of a "buy-in" to the Fest, he extended to Fr. Pat the idea that HA determine who the donor recipient for 2019 would be which they will do at their next council meeting. (Note: Holy Angels selected Seeds of Hope)
 - Envelopes & Online Giving: SFC council members met with representatives of Our Sunday Visitor (OSV) at their December 6th meeting to discuss contracting with OSV to help with their Fall Annual Appeal drive. SFC has had problems with "We Share" who handles their envelopes. SMIC also uses "We Share" but has not experienced any problems that they are aware of. If SFC switches to OSV for their envelopes, they would experience a huge cost savings. They are also looking for a new online vendor who would be more user friendly. Nothing was decided but it was stated that having the same envelope system and online features for both parishes makes sense. A proposal from OSV for SMIC will be obtained and this will be reviewed again at our February meeting
 - Quad Parish Council Chair Update: At their last meeting, the chairs felt it would be beneficial for the chairs of Human Concerns, Prayer and Worship, and Stewardship to join together for collaboration of ideas. Katie suggested adding Catholic Formation and the chairs of the Faith and Family Fest. Joe will take this back to the members at their next meeting on January 15th.

Breakout meeting topics: Immaculate Conception

- Casa Lease Update: Casa is ready to go; waiting for return of proxy from archdiocese. They will be given access to the building prior to the start date of the lease to prepare for the move.
- Misc: Father indicated that the council will be discussing some facility issues at the February meeting including remodeling of the bathrooms upstairs and downstairs. It was also discussed to charge some of Russ's time at SMIC as a capital expense.
- "Relationship Building" as a parish overall activity and focus for 2019: All ideas are on the table. The members came up with the following:
 - Bus trips – similar to the one Fr. Nate lead this past year.
 - Introduce council members to the parish at each Mass with the goal that parishioners can connect faces to names thereby making it easier for them to ask questions or share concerns.
 - Encourage council members to complete their bio's and pictures for printing
 - Social events to bring us together; need ideas.
- Committee Reports:
 - Finance: No formal meeting in December; did an "email" info update instead. Finances are good.
 - Human Concerns – Jan reported that Seeds of Hope has moved to downtown. There is a baby shower planned on 1/19 at 10:00 am; Harvest House is going well; Food Pantry fills a backpack on Friday for kids to take home for the weekend; \$100+ was raised thru pencil case project for Honduras; will be celebrating 175th Anniversary for Human Concerns in the diocese.
 - Prayer and Worship – Last meeting in October covered the Christmas decorations; training for servers is being provided; next meeting is January 17th.
 - Stewardship – will be meeting this coming Saturday to talk about Barton events

Breakout meeting topics: Saint Frances Cabrini

- Together Event

Plans for the event are progressing well, even though the food, auctioneer and entertainment are all new this year. Invitations will be going out next week. Schools families will be distributed through school, others through the mail. The event will be promoted in-mass and during the chili supper. Lisa asked Council Members to help promote RSVP's, as last year 25% of them came in during the last week, which make final plans difficult. The special funding goal is \$20,000 to finish the tech funding and smartboard replacement.

- Committee Updates
 - Catholic Formation – No Update
 - Human Concerns – At the Nov 26 meeting the team put together a calendar for the various ministries. All the ministries that were awarded a grant are being asked to put together a summary of what they have done to communicate to the parish. Next meeting is Feb 13.
 - Prayer/Worship – Work is being done on the candle area. Parishioner volunteers have cleaned the walls and painted. New icons are up. Project should be completed by the end of January.

- Stewardship – Update from the Oct 24 meeting. Council members were asked again to submit witness statement. Discussed options to incorporate other teams (Discipleship Small Groups, school classes, Youth Ministry, Confirmation Groups, etc.) into the Greeter Ministry.
- School – Discussion of uniforms is proving controversial as communication has appeared to be incomplete. Fr. Nate will work with Mr. Waech to help school families better understand the reasons for the uniform proposal and solicit their input. No decision has been made at this time.

- SFC Finances Update

Rick presented an update on current cash flow challenges, exacerbated by projected December shortfalls. As of Christmas, collections were \$17,000 below budget, coming in at \$190K vs. planned \$207K budget. December 2018 totaled \$211K.

A new cashflow model has been developed which is reviewed weekly by Parish staff and monthly by the Finance Committee. To meet short term needs, the parish recently borrowed \$50K from reserves and \$40K from the capital campaign, which has been repaid.

Some of the contributing factors:

- Continued declining contribution trends, plus a high degree of weekly contribution variability, neither of which are clearly understood, make planning a challenge.
- Waiting on \$18K reimbursement from the Dept of Justice for school safety improvements
- Tax law changes and recent stock market volatility appears to have slowed year-end stock contributions
- Capital Campaign is suspected to have had a residual impact on regular contributions
- Lower school enrollment
- Over the past two years, significant progress has been made in repaying restricted contributions (reserves), notably Haiti

The parish has a line of credit on which it can draw for short term borrowing, but there is a strong preference to avoid using this tool. Council members thanked Rick for the report and Fr. Nate for making the cash situation so transparent.

Work on the upcoming budget is approximately a month behind.

- OSV Fall Appeal

Council recapped the discussion from the January meeting during the combined SFC/SMIC session and the desire the move envelopes and electronic contribution processing (excluding EFT) to OSV. In the SFC breakout session, Council approved the decision to contract OSV for the 2019 Fall Campaign and authorized Jan to contact them immediately.

- Preliminary discussion of February mission focusing session

Mary has begun planning Councils February meeting, drawing on the listening sessions from two years ago, last year's parish survey and other materials.

Next meeting: February 7, SMIC

Time: 6:45 pm