

## Pastoral Council Minutes October 10, 2023

Members Present: Marlene Clark (Parish Life Commission), Jackie Aldrich (Vice-Chairperson - At Large), Lynda Wagner (At Large), Michelle Greco (Chairperson - At Large), Dawn Kunz (At Large), Margaret Wagner (Service/Outreach Commission), Jerry Munley (Worship Commission), Sandy Schuller (Finance Commission), Joe Heneghan (At Large), Fr. Norbert Raszeja, CR (Pastor), and Sue Gosewehr (Recorder)

Guests: Mary Campbell (Welcome Committee – Parish Life Commission) and Ken Bastuga

Members Not Present: Fr. Ed Howe, CR (parochial Vicar), Deacon Bob, Jonah Tran (Youth Ministry), Dave Jandris (At Large), as well as Representatives from Education Commission (Religious Formation) and Education Commission (School)

### **The meeting opened with Eucharistic Revival Prayer and Mission Statement**

**All persons present introduced themselves**

### **BUSINESS ITEMS**

**Minutes of the September 12, 2023 Meeting were approved as written (Jerry M-1st, Jacki A-2nd)**

**Commission Highlights – Please upload to drive before meeting – provide alternates to attend meeting if representative is not able to attend**

- Worship Commission – Jerry Munley – Report on drive
  - Reviewed upcoming events on Liturgy Calendar
    - September 24 – Priesthood Sunday
- Religious Formation – School – No Representative – Report on drive
- Religious Formation – Youth Ministry – Jonah T – Not present – Report on drive
- Religious Formation – Religious Education – No Representative – No report
- Religious Formation – Adult Faith Formation – No Representative – No report
- Finance Council – Sandy Schuller
  - Not a commission
  - Not under Pastoral Council, but at same level of parish leadership
  - Developing protocol for distribution of information
  - Background
    - Council developed in June
    - Had 4 at-large members, one became ill and was replaced by Deacon Bob
    - Advisory to Fr. Norbert regarding building maintenance and finances
    - Extra eyes on the budget
    - Look for trends in giving and spending
  - Administration – Fr. Norbert and Jean
  - General contractor hired for roof project
    - Got bids
    - Will oversee project
  - No facilities manager
  - Regarding budgets
    - Parish budget consisting of budgets provided by four groups

- Church
    - Includes facilities budget
  - School
  - Religious Education
  - Youth Ministry
- Information discussed at Finance Council meetings cannot be shared without approval
  - Code of Confidentiality
  - Non-disclosure statements signed by members
  - Future projects being reviewed
- Annual Statement of Finances published in the bulletin
  - Target date – October 22, no later than October 30
  - Finance Council Speaker at Masses
  - Monthly update with income & expenses in bulletin (future goal)
  - Diocesan Loan amount published in the bulletin (could be misconstrued)
  - Income being reviewed from last year
- Further Discussion
  - Ken B - Need to know income budget as well as expenses – concern about information not being published – complete financial report needs to be available to parishioners
  - Fr. Norb – Finance Council is an open meeting. Sunday collections reported in bulletin
  - Sandy S – Financial Report coming soon. Will be provided annually. Have not had a report in many years
- Deanery Report – Jackie Aldrich – No Deanery Meeting – take place 3 times per year
- Service/Outreach Commission – Margaret Wagner
  - Glad all are present
  - Meet September 16 – will put Report on drive
  - St. Vincent de Paul – Thanksgiving collection primary source of income
  - Outreach
    - November gift card collection for food for Thanksgiving
    - December will provide names of families for food and gifts
  - Ministers of Care
    - More calls coming in
    - Four names from Ministry Fair
    - Training at Parish level
    - Homebound and nursing homes
    - Hospitals provide their own training for ministers
  - Peace & Social Justice Organization
    - No interest at Ministry Fair
  - Deacon Bob would like to see the bulletin reorganized
    - Organizations from various commissions on one page
  - Meet every other month on ZOOM
  - Ministry Fair – good idea

- Will take time to rebuild again
  - Good to not have all organizations present at one time
- Parish Life Commission – Marlene Clark
  - Groups under Parish Life shared
    - Chili Cook-off
    - Council of Catholic Women
    - Encuentro
    - Hospitality Sunday
    - Knights of Columbus
    - Parish Picnic
    - Welcoming Committee
  - Hospitality Sunday Discussion
    - Not on Saturday again in November due to Trivia Night
    - Hospitality Sunday added after parish calendar set
    - Schedule 1<sup>st</sup> Sunday of the month next year
    - 8 am people provide food
    - Chairperson for Hospitality Sunday for 20 years – no budget
    - Will do themes for each Hospitality
    - Working closely with Barbara Schmith
    - Need help taking down tables on Sunday afternoon
    - Include grade school students
    - Suggest wine and cheese for Saturday night
  - Encuentro – celebrate diversity
  - Council of Catholic Women Craft Fair October 21 from 9 am to 2 pm
  - Parish Picnic did not make money
    - Cost to parish was \$50
    - Never intended to be a money maker – social event
  - Chili Cook-off February 24
  - Need speaker for noon mass on November 5
  - Welcome Committee – Mary Campbell
    - Has been an active organization since Fr. Stefanich
    - 10 members – need more volunteers
    - Send letter of welcome monthly, inviting new families to pick up gift bags – 1<sup>st</sup> weekend of the month
    - Meet three times per year
    - Would be good to have greeters at every Mass

**Council Focus and Discussion – Provided on agenda**

- Priesthood Sunday Review– September 24
  - Letters, prayers and notes from parishioners
  - Gift bags for priests
  - School and Religious Education students made cards

- Only one negative comment
- Fr. Norbert's Comments
  - Religious Education Staffing
    - Renee stepped down (death in family after Beth retired)
    - Barbara stepped down
    - Chris Hannigan-Wiehn stepped up as temporary DRE
    - Emma will be her assistant
    - Today was a regular RE day
    - Fr. Norbert, Deacon Bob, and Deacon Tom assisted – good to help
    - Program is working, catechists are cooperative
    - Students come in at varied times
  - Deacon Tom had good program on Eucharist
    - Good conversations
    - Good turnout all six weeks
  - Lucky to have deacons who are spiritual
  - Fr. Ed gone – Fr. Norb had issues with his voice over the weekend – run down with all activities
  - Bishop Hicks has changed things at the diocesan level – down to 70 employees from 90
  - Hector has been sick, but is on the mend
  - No one has been hired for Adult Faith Formation
    - Shawn is continuing with RCIA
  - Children's Liturgy of the Word is starting up again
  - Challenge to bring in all new employees
  - Discussion regarding combining Adult Faith Formation and Religious Education into a fulltime position
    - Was full time combined when Chris Hannigan-Wiehn was DRE
    - Beth Cartner was hired for full time combined position – changed when Beth went to part time
    - Shawn Denning-Ross hired part time to cover RCIA, Marriage Prep, Baptism Prep, Bereavement
    - Adult Faith Formation position never filled

**The meeting closed with prayer**

November Meeting - Opening Prayer – Eucharistic Revival Prayer

Closing Prayer – Dave J

Next Meeting: Tuesday, November 14 at 7 pm in Meeting Room 112

**Please upload written reports into the shared drive, monthly meeting as soon as possible**