

St. Edward Parish Pastoral Council Minutes
Tuesday, September 6, 2016
6:30 p.m. Parish Rectory

Present: Fr. Allen Bratkowski, Ben Baran, Shirley Chmielewski, Tom Determan, Sr., Laura Gellott, Mike Marz, Lynn Michelau, Marilyn Pelky, Anne Sadowski, Jean Spencer, Rob Steberl

Staff to the Council: Cindi Johnson

Excused: Barb Pippenger

Guest: Jesus Cabrera

The meeting opened at 6:31 pm with The Jubilee Year of Mercy Prayer.

Executive Committee Elections 2016-2017:

Chair: Laura Gellott nominated by Ben Baran and seconded by Tom Determan Sr.

Vice Chair: Marilyn Pelky nominated by Tom Determan Sr. and seconded by Ben Baran

Secretary: Lynn Michelau nominated by Jean Spencer and seconded by Mike Marz

No other nominations were made. Shirley Chmielewski motioned that the nominees be accepted as the executive committee for the 2016-2017 Pastoral Council year. The motion was seconded by Rob Steberl and the vote carried unanimously to accept the new executive committee as nominated.

Approval of Minutes from June 14, 2016 Pastoral Council Meeting:

A motion to approve the minutes as amended was made by Marilyn Pelky, seconded by Anne Sadowski and unanimously carried to approve.

Guest: Jesus Cabrera:

1. Jesus has been the Music Director for about 2 years.
2. Jesus was asked how the music is chosen for a Mass.
 - a. Music is chosen based on the Gospel; the Holy Day being celebrated or a special event.
 - b. There is a Liturgy Planning Guide that has suggestions for appropriate music based on the above Mass settings.
 - c. There are challenges to choosing the music.
 - i. Number of choir members.
 - ii. Difficulty of the music.
 - iii. Learning the melody and harmony of the music and instruments.
3. Jesus would like to hear from the congregation about what they would like to hear.
4. Would like to increase the number of choir members which would allow for more variety of music.
 - a. Suggestion to have a choir member speak at Mass and ask parishioners to join the choir.
 - b. Suggestion to add to the New Member Folders information on how to join the choir and other volunteer opportunities.
5. The first choir practice will be on Wednesday September 14th.

Old Business:

1. School Collaboration:
 - a. Therese Fellner wants to have a meeting with parents to review survey results.
2. Parish Cluster Updates:
 - a. Fr. Allen is balancing the needs of both parishes as best as possible.

- b. When Fr. Allen is not at St. Edward's, Fr. Ron Gramza will be saying Mass except for the weekend of the pilgrimage, then Fr. Molter will at St. Edward's.
 - c. St. Richard & St. Edward combined picnic was well attended. Approximately 2/3 were members of St. Richard's and 1/3 from St. Edward's.
- 3. Parish Directory and Parish Website:
 - a. Pam is taking training classes to learn the new website.
 - b. Suggestion to have someone come to St. Edward's for an onsite training.
- 4. Archdiocesan Sponsored Parish Leader events
 - a. September 30 and October 1 from 8:30 to 12:30 the topic is Evangelization and the Sunday Mass.
- 5. OLGA / ACTS follow up
 - a. Update covered in subsequent reports.

New Business:

- 1. Parishioner Concerns:
 - a. With Fr. Allen being at two parishes, it is important that all Liturgical Ministers know where everything is and should be placed for each Mass. The visiting priest is not always familiar with St. Edward's. This was an issue at a recent 4:30 Mass.
 - b. How does the parish get more people involved in utilizing the Script program? Possibly have someone make a pulpit announcement?
- 2. Our Lady of Grace Academy / Latino Enrollment Initiative
 - a. Covered in the school report below
- 3. Restructuring of Committee liaisons and reporting
 - a. Suggestion to meet with the various group leaders to get an update on what the groups have been doing and are planning to do. At this time the Pastoral Council does not have a firm grasp of what each group is doing and how the Pastoral Council can better assist them in their ministries.
- 4. Promoting Racine Catholic Cemeteries
 - a. Pat McLeod, chair of the RCC board, is asking all parishes to promote the Racine Catholic Cemeteries.
 - b. St. Edward's representative for the Racine Catholic Cemeteries is Laura Gellott. St. Edward's needs to designate an alternate in the event Laura is not available.
- 5. Revising the information packet handed out at New Member Weekend
 - a. Jean, Marilynn and Lynn to work with Cindi to update the New Member Folders.
 - i. Suggestion to include a personal note once they have joined, and the use of technology to attract the younger families back to church.
- 6. Other:
 - b. No other items at this time.

Committee Reports:

- 1. Prayer and Worship
 - a. Grant a wish requests submitted by Fr. Allen.
 - b. Joint Prayer & Worship Committee meeting is scheduled for September 14
 - c. Sara Evje is organizing a program for child care to be held during mass.
 - d. Need more choir members and instrumentalists
 - e. Library will be available in front of the cry room
 - f. Eloy Contreras will be taking over 9th & 10th grade religious education, all other instructors returned.
 - g. Eloy will be starting an after school middle school club that will meet twice a month.
 - h. Next meeting is Thursday, October 20th, time is TBD.

2. Buildings and Grounds
 - a. Parking lot repairs have been completed in various locations.
 - b. Tuck-pointing on the school was completed over the summer
 - c. The railing and the ridge at the Child Development Center has been repaired.
 - d. Repairs of the sidewalk and steps have been contracted and should be completed soon.
 - e. Freezer in the kitchen of Schafer Hall has been repaired.
 - f. The fridge repairs on the church have been contracted, however the sub is behind on their schedule and it will be completed as soon as they can.
3. Finance / Budget Update
 - a. Next meeting scheduled for Thursday September 8th.
 - b. Currently undergoing Racine Parental Choice Program audit.
4. School Advisory
 - a. Lynn Michelau has joined the advisory committee
5. Endowment
 - a. Going forward this report to be covered in the finance report.

Staff Reports:

1. School
 - a. Enrollment is at 221 scholars for the 2016-2017 school year.
 - b. New art and music teachers as well as a 5K Aide have been hired.
 - c. New grading assessment and guiding principles were presented to the families at the August 23rd parent meeting.
 - d. Efforts are being made to create a more-inclusive and welcoming environment for all the cultures that the scholar population represents.
 - i. Computer available by the office for parents to use anytime the school is open.
 - ii. Thursday Thoughts, weekly newsletter, will be published in both English and Spanish
 - iii. Eloy Contreras will be at the school every Thursday. He will be able to assist in translation with parents who are able to communicate more comfortably in Spanish.
 - e. Soles for Catholic Education walk is October 15th.
2. Child Care
 - a. Reminder to families of current policies was made.
 - b. Schedule of upcoming events and field trips was provided
3. Christian Formation
 - a. Anticipate approximately 25 students in grades K-8 registering for Religious Education.
 - b. Several youth activities, mission trips, camps and volunteer opportunities are planned for the summer.
 - c. September 29th a retreat for the middle school scholars of Our Lady of Grace is planned. The retreat theme is The Feast of the Archangels: Michael, Gabriel & Rafael as Messengers of God. The retreat is being facilitated by Rita Burgess and Eloy Contreras.
 - d. Lifelong Learning dates and topics have been established for the remainder of the year.
 - e. In need of volunteers for catechists/facilitators for the Liturgy of the Word for Children at the Sunday 9:30AM Mass.
 - f. Girl Scouts will be holding a recruiting event on September 12th.

Pastor's Remarks:

1. September 18th is Catechetical Sunday and will be celebrated at the outdoor Fall Fun Fest Mass.
2. September 29th is the annual meeting and reflection for the Liturgical Ministers.
3. October 1st is the annual pet blessing in the parking lot of St. Edwards. In the event of rain, it will be moved to the breezeway.
4. West Racine Council of Churches will be meeting to discuss the future of this group and collaborative events.
5. November 5th will be a Veterans Day celebration with religious service at 10AM.
6. October 4 to 14 Fr. Allen will be on Pilgrimage
7. October 18 is the Religious Appreciation Dinner at Roma Lodge
8. November 5th is the Mass of Remembrance at 4:30PM
9. Rita Burgess and Diane Smith will be attending a training and begin a bereavement group.

Closing Prayer – Led by Laura Gellott

Meeting Adjourned at 8:30 pm

Next meeting November 1, 2016 at 7:00 pm

****Please note the time change for this meeting****

Fr. Allen will be celebrating the Holy Day Mass at St. Richard that evening at 5:30.