

Parish Council Reports 2015

May

Christian Formation

Leader: Karen Bushman

Representative: Terrie Cavender

Meeting Date:

Next Meeting Date:

Human Concerns

Leader:

Representative:

Meeting Date:

Finance

Leader: Jim Klajbor

Representative: Don Schaewe

Meeting Date: March 18/ April 16

Next Meeting Date:

In attendance: Jeff Dereszynski, Ken Widenski, Sue Hills, Don Schaewe, Brian Gates, Charles Short
Excused: Jim Klajbor, Fr. Mark Payne, Marie LePine

- I. Opening Prayer
- II. Approval of the Last Meeting's Minutes were approved
(attached to e-mail notification)
- III. Parish Accountant's Report
 - A. Review of Last Month's Financials
 1. School payment looks like one month running behind.
 2. Collections \$20K behind projections.
 3. Income statement \$55K over budget.
 4. Cabinet project of \$4200 should be capitalized (Building component/non-depreciable).
 5. Phone system: Capitalized but depreciated.
 6. Nativity is behind on reimbursement for Fr. Britto's services.
 - B. 2015-16 Parish Budget. \$85K deficit; needs continued work.
- IV. Pastor's Report. No report.

V. STAA Report

- A. Update on School Financials. No report.
- B. Update on Delinquent Tuition Accounts. No report.
- C. Update on School Endowment Fund. No report.
- D. Lease Arrangement. Jim met with Tom Carls (STAA) and would like to establish a lease amount to help their budgeting. Contribution amount for Capital is still unresolved. A lease which includes all of St. Veronica costs including Capital and Priest costs needs to be implemented.

VI. Parish Facilities Coordinator's Report

- A. Update on Parish Projects
 - 1. Malfunction of HVAC controls in Church resulted in a \$7K repair.
 - 2. Trempro Roofing inspections. Submitted a proposal for exterior insulated finishing system replacement. \$9K for sheet metal work; \$14K to re-face block and facing. Brian will discuss with Fr. Mark and will discuss at April meeting.
 - 3. PACE loan (energy efficiency) project is on hold until Brian can identify the new Johnson Controls contact.
 - 4. The chimney may need to be removed if a conversion from a steam boiler to a water boiler is undertaken.

VII. Old Business. Tabled.

VIII. New Business. None.

IX. Closing Prayer.

Respectfully submitted by Don Schaewe

In attendance: Jeff Dereszynski, Jim Klajbor, Marie LePine, Fr. Mark Payne, Don Schaewe, Charles Short, Ken Widenski

Excused: Sue Hills, Brian Gates

- I. Opening Prayer by Fr. Mark
- II. Last Meeting's Minutes were approved
- III. Parish Accountant's Report
 - A. Review of Last Month's Financials
 - 1. Taste of the Town did well.
 - 2. \$65,800 balance in Fr. Mark's Wish List account.
 - 3. Envelope income is up slightly.
 - 4. Account 3066 is really a restricted donation, so it should be moved off the Profit and Loss Statement.
 - 5. All of last month's directives and adjustments have been completed.
- IV. 2015-2016 Parish Budget

Refinement continues. Special meeting scheduled for Thursday, May 7th at 6:30pm in the Parish Office Meeting Room to finalize the budget prior to submission to the Parish Council.

V. Pastor's Report

Approved spending \$6,500.21 to replace computer server. Funds to be taken out of operating cash. Asset to be depreciated over three years

Parish Facilities Coordinator's Report

All facility projects on-hold until budget is finalized.

VII. Closing Prayer by Fr. Mark.

Respectfully submitted by Don Schaeewe

Prayer & Worship

Representative: Kathy Kaiser

Meeting Date: March 4 and May 6

Next Meeting Date:

In Attendance: Paula Federman; Kathy Kaiser; Jan Rupinski; Mike Rupinski; Jeannette St. Onge; Jenny Simmons, JoAnn Gates, Monica Staubach

Absent: Jane Dereszynski; Deacon Pat LaPointe; Father Mark Payne

- I. Prayer
- II. Approval of Minutes – Approved
- III. Parishioner concerns – Jenny heard a concern about CCD weekends and was asked if Father Mark could be the presider for those masses. Paula will share the concern with Father Mark but felt that it would not be acted upon.
- IV. Old business
 - A. Holy week and Easter – Jenny will order flowers. Palms are ordered. Jan contacted Lectors for Easter Vigil to let them know about walk-through Saturday morning at 10:00 a.m.
 - B. Welcome to children in church – Publish in Veronica Voice, the bulletin and the website as well as share with baptismal paperwork. Will modify it to include crying room etiquette (crying room is first exposure to mass – be respectful).
- V. New business
 - A. Respect Life committee request – JoAnn Gates and Monica Staubach had an idea for book-marks or inserts for our new hymnals that would have respect life prayers. Shared 3 prayer options, everyone liked the prayer from Saint John Paul II. Paula will run this past Father Mark to obtain his concurrence.
 - B. Upcoming special Masses – Mass of Healing on May 12 at 6:30 (Tuesday).
 - C. Indemnity agreements – All volunteers of all ministries need to complete the form. Each volunteer needs to complete just one time and list their various ministries.
- VI. Parish Council concerns – None
- VII. Ministry Reports: Eucharistic Ministers fine; Environment is good, haven't found a new lead; Music is getting ready for confirmation and holy week; Lectors are good; Jan has a lead on a new server; Ushers are relying on parishioners in the pews to help with masses.
- VIII. Closing Prayer

In attendance: Paula Federman, Jan Rupinski, Mike Rupinski, Jen Simmons, Jane Dereszynski, Deacon Pat LaPointe

Absent: Fr. Mark, Kathy Kaiser, Jeannette St. Onge

I. Prayer

II. Approval of Minutes

III. Parishioner concerns

- Procedures written for special Masses: Holy Week, Christmas, First Communion, Confirmation...who's in charge of what?
- Procedures after Mass...let's not rush to get things done. Mass is done when it's done.
- Special instructions for Eucharistic Ministers from Fr. Mark

IV. Old business

A. Children in church postings and sign progress

- Can we put up chairs/pews in Norwich crying room?
- Maybe put up signs in September marking the new season.

B. Respect Life Prayer/hymnal bookmarks

- Nothing to report

C. Revisit Indemnity agreements

- Nothing to report

E. Environment

- Nothing to report

V. New business

A. Evaluate Holy Week Liturgies

- Holy Thursday water was too hot! Lukewarm or cold water in the future...err on the side of colder. Get baskets for used towels.
- Maybe push the Triduum Masses to the congregation.
- Palm Sunday mime was awesome!

B. Mass of Healing 5/12

- No lectors needed, no reception

C. Upcoming meeting dates – Next meeting Wednesday, August 26th 6:30pm Then start the first Wednesday of the month in October. No September meeting.

D. **No Mass for Assumption- Abrogated because it falls on Saturday.**

VI. Parish Council concerns – Prayer and Worship to be featured in June. Info to be given by Kathy Kaiser.

VII. Ministry Reports: Paula to be gone July/August, Susan Murphy will be covering. New servers are continuing to hone their craft. Ushers still low at 10:30. Lectors/ cantors will be reminded to report in the sacristy at least 15 minutes before Mass.

VIII. Closing Prayer

Stewardship

Leader: Judith Schenk

Representative: Eric Schmidt

Meeting Date: April 28

Next Meeting Date:

TOPIC	DISCUSSION	FOLLOW UP
Old Business		
Financial Renewal Results	247 returns 19% of mailing Increase of pledge amounts	CLOSED
Ministry of the month	Music Ministry May Prayer and Worship June	Judy to talk to Paula Kathy to bring to Prayer and Worship May meeting
Volunteer Appreciation	Perhaps a prayer card St Vincent de Paul Patron Saint of Vol- unteers feast day September 27	Follow up with Father
Time and Talent Renewal	Form is with Mary Jo Cover letter and bulletin will direct peo- ple to website or parish office for detail regarding each ministry Ministries that need simple one word explanations will be added	Judith will submit to Mary Jo by May 4 Anticipate mailing to go out on or about May 15
Synod implementation plan		
1) Technology in the vestibule	Need to develop budget	Judith will ask Jay D. for his input
2) Father Mark's video for the website	Change to more encompassing to cap- ture entire parish community	Judith will ask Jay D for his input
New Business		
Fellowship after Mass	Pizza after Saturday Mass Donuts and Coffee after Sunday Masses Continue to offer once a month Look for tie in with Ministry of the Month	Bring to Parish Council May meeting for further discussion

Stewardship Meeting

Attendance: Judith Schenk, Eric Schmidt, Kathy Kaiser

Welcoming

Leader: Robin Decker

Representative: Judi Caruso

Meeting Date:

Next Meeting Date

St. Thomas Aquinas Academy

Leader: Tom Carls/Fr. Mark Priest Designate SP

Meeting Date:

Representative: Madeline Kleczka/Christine Plauman

Finance Representative: Judi Caruso

Meeting Date: Mar 27

Next Meeting Date:

- Endowment committee has met with Barbara Cusak regarding the establishment of an endowment
 - It must be listed under a Parish so since the school is housed at St. Veronica that will be the designated Parish.
- Budget for the 2015-2016 School Year
 - Based on 235 students of which 135 will be Choice
 - Salary scale for teachers that will help to bridge the lack of past pay raises so that STAA will reach the base that other schools in the area are at.
 - Charles has reached out to delinquent tuition payment families in hopes to gain some of those losses. Students who owe from past years will not be allowed to register until a payment plan is established
 - Charles is also looking for a way to cap overdue hot lunch payment

Archdiocese Parish Council

Representative: Bruce Davie

District 15 APC