

Parish Council Reports 2015 November/December

Christian Formation

Leader: Karen Bushman

Representative: Terrie Cavender

Meeting Date:

Next Meeting Date:

Karen's Report

1. Sacrament Preparation - We have completed the retreats and will have our first adult/child sessions this week.
3. RCIA/RCIC - Adult enrollment is 3, all are baptized. Current student enrollment is 3 because a high school student will be waiting until next year. There is one teen from St. Veronica and an elementary from St. Augustine and St. Paul.
4. Adult Confirmation – Sessions have been going very well. Our next meeting is October 26 and then we will have our retreat on November 7.
5. Adult Bible Study is completing Esther and we will soon be starting Genesis.
6. Trivia Night is this Saturday, October 24. Everything is ready to go.
7. Safe Environment requirements will be completed during November for all elementary grades. There was a presentation at St. Stephen's for grades 6 – 8. Any student that did not attend will be coming to the makeup on November 15 presented by Rebecca and myself. Grades K – 2 are on November 8 and 3 – 5 are on November 22.
8. Lenten Journey – Letters were sent out to all of the parishes. Please see the copy distributed.

Youth Ministry Report

Middle School – Developing a Mission Trip opportunity for this summer hopefully. Mission trip will only be here in Wisconsin. Mission Trip will be done through Inspiro. Estimate cost is \$230. Fundraising will be done to cover most of the cost.

High School – Movie night this coming Friday at 6pm. Mission Trip information will be talked about before the movie, Hocus Pocus.

Next Movie night – January 15 at Sacred Heart?

Young Adults – Brews, Burgers for Babies is this Thursday, Oct.22; 7 – 9pm. Fundraising money for Pro-Life, etc.

Upcoming Brewing the Faith – November 5, December 3 (Emily working on the topics).

CF Committee Minutes

October 19, 2015

Attendees: Lynn Filak (NOTL), Terry Cavender (SV), Vivian Roe (SHJ), Cindy Wiktorek (IC), Karen Bushman (Elem), Rebecca Scholz (YM)

Excused: Jeanine Gruszkowski (St. Paul), Judy Steinke (SV adults), Brett Gelinsky (SA), and Helen Bugni (SHJ)
Meeting opened with a prayer offered by Cindy.

Staff Reports

- A. Karen – See written report. Don't forget Trivia Night is October 24 with a Halloween theme! Also, an evening Bible study may be tried next year. No firm plans have been made.
- B. Lenten Journey – Letters to the pastors/administrators were distributed. Topic will be Corporal and Spiritual Works of Mercy.
- C. Rebecca – See written report.

1. Lenten "Walk to Jerusalem" – Rebecca brought in more information about how this program worked at her mother's parish. Terry said that Eric (website manager at SV) told her that we could put one email address on the website at all parishes so that everyone would send in their distances to the single email address. Terry has young adults interested in working with the tabulation. A physical therapist has offered to put together information about the "conversion" between activities that a more sedentary person would do and a "distance travelled" so that even the elderly/homebound parishioners can contribute.

We also discussed having a map or a link to a map which would be interactive so that as our journey continues, various sites could be clicked on for information (such as shrines, churches, points of interest, historical information). Lynn mentioned a site called thing link which would allow us to learn more about this sort of map.

We will also develop a reflection and reflection questions so that as people exercise or go to the website or our parish bulletins, it would give them something to ponder on the journey. These reflections could also be added to the 6 parish websites.

- She is hoping to set up the first Youth Night for October.

2. Young adults – Rebecca brought the flyer for Brews and Burgers for Babies which will be held at the St. Francis Brewery on October 22 from 7 – 9pm. A percentage of your bill will go to Women's Support Center of Milwaukee and Wisconsin Right to Life Education Fund. Also the upcoming Brewing the Faith nights are NOVEMBER 5 and DECEMBER 3 but the topics are not yet determined.

3. Mission trip planning – Plans are proceeding for a Mission Trip for Middle School Youth this coming summer through Inspiro. The site would be within the state of Wisconsin. The estimated cost per youth would be \$230 but that would include a portion going to pay for the fees of the adults who need to attend. Rebecca mentioned that it is preferable that the adults need not pay since they are coming along as the chaperones.

4. Movie Night for High School – Will be held on October 23 at 6pm. Pizza and beverages will be provided. Showing the movie Hocus Pocus and discussion of future mission opportunities for the older age group.

Old Business

- A. STAA Report – Vivian talked about the Soles for Education Walk which had been held on Sat, Oct 17. She felt that less money had been raised this year and there were definitely less participation (around 100 last year and approximately 50 this year). The Penny War ended on Friday but no dollar amount raised was available at this time. Currently the school is collection socks for “Sock”tober!
 - 1. Spring Auction – Vivian is the chair and the venue will be at Alverno College. Date is May 14 and the new site will be hold around 300 people. She hopes to have the invitations out by the end of December. Theme – MASQUERADE. Vivian mentioned that there was a total fundraising goal for STAA of \$50,000 and if the Walk did not earn as much as had been anticipated, the auction will become even more important.

New Business

- A. Advent for Sacred Heart – They will be having something different for each week of the season.
 - 1. 1st Sunday of Advent – There will be a post-Mass tour for parishioners of various parts of the church such as the sacristy, the crystal sculpture, the words over the exit door near the baptismal font, etc. There will also be hospitality.
 - 2. 2nd Sunday – Movie Night December 4, The Christmas Candle
 - 3. 3rd or 4th Sunday (not yet fully scheduled) – Christmas Carol Concert including the Thomas More High School chorus, scouts and SHJ choirs. There will also be an informal cookie exchange.
 - 4. Pre-Advent mailing – Again this year there will be a mailing of a schedule of cluster wide Advent activities and Mass times. Other cluster parishes can give mailing labels and the postage if they wish their parishioners to receive the mailing. Finalization of information must be completed by November 15 and collating/ mailing will be on November 22.
 - 5. St. Nicholas will be attending their Children’s Liturgy on December 6.

Parish Items

- A. St. Veronica had Octoberfest on the 17th and it went well. Vivian asked if there was a way to learn how much money was raised by the raffle baskets because some of the baskets were worth a considerable sum of money. Terry said that there will be information about the finances probably within the month, perhaps by their next meeting but not for certain.
- B. Lynn discussed the urgent need for servers at Nativity, especially for the 4:30pm Liturgy. One suggestion is that a list of the names of children in the target age group and their parent’s emails become compiled and then an invitation email be sent to each family. Also Nativity had a successful spaghetti dinner on Oct. 17.
- C. IC also held a Harvest Fest chicken dinner on October 10 which also included raffle baskets, pull tabs and other activities. Karen said the chicken was delicious! The next dinner is November 14 and they will have Irene’s catering a Polish dinner!

Next meeting November 23; 6PM at Nativity of the Lord school building. Enter at the parking lot door and come up the stairs. Because we have not had a representative from St. Paul attend so far this year, Karen or Rebecca will be asking Fr. Romanus about their current representative. It is important that each parish send a representative as often as possible so all parishes can remain current on plans.

Respectfully Submitted
Karen Bushman

Human Concerns

Leader:

Representative:

Meeting Date:

Finance

Leader: Jim Klajor

Representative: Don Schaewe

Meeting Dates: June 18, 2015/August 20, 2015/Sept. 17, 2015

In attendance:

Jeff Dereszynski, Sue Hills, Jim Klajbor, Marie LePine, Charles Short

Excused:

Fr. Mark Payne, Don Schaewe, Ken Widenski

I. Opening Prayer by Jim Klajbor

II. Review of Last Month's Financials

Charles presented the financials for the month of May.

We should end the fiscal year in the black.

III. Old Business

A. Status of STAA A/R Collections

Collections are being pursued. One family has declared bankruptcy. Charles was directed to contact the collection attorney and have them file a proof of claim in the bankruptcy case.

B. Update on Parish Stewardship Efforts

Charles was directed to compile data regarding parishioner giving trends. This will be used at our August meeting to develop a strategy to solicit the congregation in September for increased donations.

C. Update on Maintenance Projects

The parking lot is being sealed and restriped. Charles believes we need to pursue the ME2 energy improvements, reducing our energy costs. With Father Mark's approval, Jim and Don have indicated their willingness to assist in the effort. All on the committee agreed that Mr. Gates offer, while generous, should be refused as it poses real risks for both him and the parish.

IV. New Business

A. Update on Cluster Plan

Charles attended the cluster meeting held in May. He left the meeting with the impression that each parish within the cluster had unrealistic expectations for the future. Charles said the priest shortage will be playing the major role in determining the cluster's future.

B. Repair of Church Vestibule Speaker

The council approved spending up to \$1,000 to repair the speaker in the rear of church.

C. Feast of St. Veronica

Plans are well under way for the event scheduled for Sunday, July 19th. The council warns not to set too great of an expectation for the event's net profit, as there is not much of a margin on the dinners and gaming is limited.

D. October Fest

The council is pleased to see this event being held and, because of its novelty, it is hoped it does exceedingly well. Members joked that Father Mark finally got his pig roast!

V. Closing Prayer by Jim Klajbor

Respectfully submitted,

Jim Klajbor

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

Excused: Sue Hills

I. Opening Prayer by Fr. Mark.

II. Approval of Last Meeting's Minutes

III. Parish Accountant's Report

A. Annual Financial Report. Finished with \$15,000 net income. Budget submitted to the Arch. Assessment down a few hundred dollars.

B. Endowment Account. Expects the Arch will require the endowment to be changed to a restricted account. Instead, we will move the funds to Fr. Mark's Wish List.

C. Monthly Financial Report. July was a pretty quiet month. Envelope receipts are down.

IV. Pastor's Report

A. Update on Parish Cluster Plan and Staffing. Mark Kemmiter will attend the Sept. Cluster meeting to provide guidance.

B. Update on Parish Stewardship Efforts. Jim requested a Stewardship Homily followed by a Town Hall meeting. Father Mark will schedule. Ushers will distribute ACH forms.

C. Update on Maintenance Projects. No updates.

D. Endowment Fund for school. Approximately \$275,000 currently available. All Finance members will receive a copy of the documents for review and must reply with comments via e-mail.

V. **STAA Report**

- A. Status of School Budget, Finances, and A/R Collections. Finances are OK; Compliance audit OK. Accounts receivable: one family declared bankruptcy. No credit is extended and all families are billed for tuition.
 - B. Status of Enrollment and School Staffing. Approximately 226-228 enrolled. Choice enrollment is slightly up while regular enrollment is slightly down. Fully staffed.
 - C. Status on School Choice Funding. Choice represents 57% of revenue.
- VI. Old Business
- A. Repair of Church Vestibule Speaker. Fr. Mark will investigate. He will have Select Sound come in to diagnose and make recommendations.
 - B. Feast of St. Veronica. Procession to Stations could have used a portable sound system. Very good participation. Netted \$2,000.
 - C. October Fest. Fest will feature beer tasting and pork roast.
- VII. New Business. Rebecca Scholes is the new Youth Minister.
- VIII. Closing Prayer

Respectfully submitted by Don Schaewe

In attendance: Fr. Mark Payne, Charles Short, Jim Klajbor, Jeff Dereszynski, Sue Hills, and Ken Widenski.

Excused: Marie LePine and Don Schaewe.

- I. Opening Prayer was led by Father Mark.
- II. Approved Last Month's Meeting's Minutes with one edit, corrected the spelling of Ms. Scholz's last name.
- III. Parish Accountant's Report
 - A. Monthly Financial Report
 - Restricted funds income and expenses now reflected on profit / loss statement as mandated by the Archdiocese.
 - Ken questioned Account 4340, Professional Services, being over budget. Charles will research and report back to the Council.
- IV. Pastor's Report
 - A. Update on Endowment Fund
Endowment documents are set to be executed.
 - B. Update on Parish Stewardship Weekend
Town hall meetings to be held after the Masses on October 10 and 11.
- V. STAA Report
 - The Athletic Association proposed a new wooden floor for the gymnasium. With all of the other pressing needs that exist, such as new windows, the proposal is ill advised.
 - The school checking account signers have been updated and the bank is on notice that each check drawn requires two signatures.
 - Tuition collections are going well.
 - Student enrollment is 230. 135 Choice Students were budgeted, but 142 are enrolled, which represents 62% of the total students.

- VI. Old Business
 - A. Update on Church Sound System
Select Sound checked out the church sound system. All is well.
- VII. New Business
 - Father Joe left part of his estate to Saint Veronica Parish. The Council expressed its gratitude.
 - Doug is compiling a list of possible church projects.
 - Johnson Controls is performing an energy audit. A PACE loan may be a viable option to fund any energy savings improvements.
 - Sue suggested simplifying the financial report found in the weekly bulletin. All agreed it was worth pursuing. Charles will follow through with Gerry to make it happen.
 - Deacon Pat suggested a Father Mark bobble head fund raiser. Father Mark gave his approval.
- VIII. Father Mark led the Closing Prayer.

Prayer & Worship

Representative: Kathy Kaiser

Meeting Date: November 4/December 2/January 6

Next Meeting Date:

In Attendance: Jane Dereszynski, Kathy Kaiser, Deacon Pat LaPointe, Father Mark Payne, Jan Rupinski, Jenny Simmons, Jeannette St. Onge
 Absent: Paula Federman, Mike Rupinski

- I. Prayer
- II. Approval of Minutes - approved
- III. Parishioner concerns – people are liking the lights on the front of church.
- IV. Old business
 - A. Final preparations for Advent Masses – all set. Sign-up for lighting the advent wreath will go out in the next week or two.
 - B. Revisit notices in cry rooms – no need to revisit. Response to message on back of the worship aid has been overwhelmingly positive.
- V. New business
 - A. Evaluation of Mass of Remembrance – Very positive feedback. Bigger crowd. Only one candle was missed; Father Mark spoke with her today. There were some problems finding candles. It was discussed whether we could have parishioners take their candles before mass, and then have them bring candles to Father Mark. Maybe reduce names from 5 to 2 or 3. Father Britto suggested having everyone process in at beginning of mass with lit candles, and then read names during mass. If process in, take candle tops and line them up on communion rails (resolves issue of tight lids). Table wasn't set up for reception, and there was no wastebasket. Reception went nicely. Paula should create prayers of the faithful next year (and print them in large font). Only need 4 ushers for next year; church should be open at 5:45 p.m. for 6:30 mass (folks arrived early). Order of Worship was only at the back of church; need them at all the doors; need ushers handing them out. No collection at Mass of Remembrance.
 - B. Thanksgiving Mass - Food pantry donations? We will have donations at Thanksgiving Mass; Father Mark will make announcements between now and Thanksgiving. Jenny will place baskets inside the back doors (by crying room), and then by the parking lot doors.
 - C. Advent Reconciliation service – Immaculate Conception on December 9, 7:00 p.m.
 - D. Date for Mass of Healing – Tuesday, May 24.

- VI. Parish Council concerns – Tomorrow there is a meeting at Archdiocese to learn the fate of the cluster.
- VII. Ministry Reports **Music:** We did not get enough children signed up for the children's choir; we do have a bell choir. **Servers:** We have 12 new servers. **Lectors:** We lost one and gained one. Remind lectors to project their voices so that they can be heard. **Eucharistic Ministers:** One of our ministers is signing up as a steward but isn't performing the role. Remind ministers to arrive 10 minutes before mass. Section 3 – serve first row starting from opposite end of pew. **Ushers:** Doing well. **Environment:** Doing well.
- VIII. Closing Prayer

In attendance: Cary Brown, Jane Dereszynski, Paula Federman, Deacon Pat LaPointe, Father Mark Payne, Jan Rupinski, Mike Rupinski, Jeannette St. Onge, Jen Simmons
 Absent: Kathy Kaiser

- I. Prayer
- II. Approval of Minutes - approved
- III. Parishioner concerns – Jane suggested once per month having a unity event with light snacks in the Baptistry area to help us get to know fellow parishioners, or some conversation at the sign of peace, or greeters at the door. Will further discuss next month; brainstorm ideas.
- IV. Old business
 - A. Last minute preparation for Advent Masses, if any
Reminder to open church at 3:30 on Christmas Eve
 - B. Reminder of Reconciliation service at I.C. on 12/9, 7:00 pm
- V. New business
 - A. Evaluation of Thanksgiving Mass - Food pantry donations – Prior to Thanksgiving mass, parishioners were looking for baskets. Next year, use locations where people drop off donations for food pantry. Good turnout, lots of food donated.
 - B. Timing for Christmas decorations – Christmas tree going up on 19th. Flowers and decorations will go up on 21st; manger scene will go up on the 23rd.
 - C. Special celebrations, January-March
 - Solemnity of Mary, January 1 (celebrated 12/31) – 7:00 p.m. half the church, no servers
 - St. Blaise, February 7
 - Ash Wednesday, February 10 – 7:00 p.m. full church, 2 servers
 - Palm Sunday, March 20 – re-enactment @ 4:30 and 10:30; Jan will confirm w/ Jan Davie.
 - Holy Thursday, March 24 – 7:00 p.m., full church, 4 servers
 - Good Friday, March 25 – 7:00 p.m., full church, 2 Eucharistic Ministers, 2 servers, 3 cross bearers (Deacon Pat will be here)
 - Holy Saturday, March 26 – 7:30 p.m., 4 experienced servers, 5 lectors, full church
 - Easter, March 27 – 8:30 a.m. regular; 10:30 a.m. double Eucharistic Ministers
 - Stations of the Cross will be led by Deacon Pat LaPointe on Tuesdays after mass.
- VI. Parish Council concerns – none
- VII. Ministry Reports: Servers – lots of new servers starting; Environment is good – all decorations have been purchased; table next to ambo is being refinished. Eucharistic Minis-

ters – talked with Diane M; Music – things are going well, preparing for Christmas. Ushers – have been recruiting substitute volunteers. Lectors are going along just fine; reminding folks to project.

VIII. Closing Prayer

Our next meeting is scheduled for Wednesday, January 6 at 6:30.

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

Absent: Fr. Mark Payne, Jeanette St. Onge

I. Prayer

II. **Approval of Minutes** - Approved

III. **Parishioner concerns** –No concerns. Positive feedback on the Christmas Decorations

IV. **Old business**

A. Discuss how to make our church more welcoming

- We discussed having a reception at one Mass (rotating 4:30, 8:30, 10:30) once a month, on either the 1st or 3rd full weekend. Prayer and Worship will host at 4:30 Mass on 1/23 as a trial run. If all goes well, we can proceed to create a schedule and encourage other groups at the parish to host.

V. **New business**

A. **Advent/Christmas Evaluation** – Very good responses on all Christmas Masses.

Below are notes Fr. Mark asked Jeanette to compile:

We had about 500 people at 9:30 p.m. Christmas vigil mass

This year at 10:30 Christmas mass, we had double Eucharistic Ministers but only needed the usual amount. Not sure what to expect next year as Christmas Day is on a Saturday. Same with Easter Sunday 10:30 service (usual amount of Eucharistic Ministers).

This may be something for whomever is attending cluster meetings. Father Mark suggested that next New Year's, only one parish to have a mass of anticipation, and one parish with perhaps a 7:00 and 10:30 a.. New Year's Day mass.

Father Mark asked about attendance figures for last Christmas (2014). I've checked my minutes from January 2015 and do not have attendance figures. Perhaps Paula has that info somewhere (Paula did not)

B. **First Communion Dates**

April 30-May 1

C. **Benediction times for 2016:** Always the 4th full weekend of the month.

D. **Special plans for Lenten Masses, if any:** Very solemn, no opening song, we will be singing the Kyrie, use of incense at the beginning of Mass. It was suggested that we still have our opening announcements from the lectors as a signal that Mass is about to begin so that people can settle themselves/close conversation.

VI. **Parish Council concerns-** none

VII. Ministry Reports – Servers: Doing well, must be reminded to use the snuffers on the candles, blowing them out causes the wax to spray. Environment: All’s well. Ushers: Good. Musicians: Nothing to report. Lectors: So far, so good.

VIII. Closing Prayer

Our next meeting is scheduled for Wednesday, February 3 at 6:30.

Stewardship

Leader: Judith Schenk

Representative: Eric Schmidt

Meeting Date:

Next Meeting Date:

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

Finance Representative: Judi Caruso

Meeting Date: No meeting in December

Archdiocese Parish Council

Representative: Bruce Davie

District 15 APC-Bruce Davie