



PASTORAL COUNCIL MEETING MINUTES
PASTORAL COUNCIL ROOM
1200 SAINT GABRIEL WAY, HUBERTUS WI
February 9, 2016
6:30P.M.

In attendance: Fr. Tim, Ted Meyer, George Wiciak, Bill Collins, Randy Wittig, Beth Kangas, John Schumacher, Kevin Brehm

Absent: Brian Rick, Joe Pawlak, Jill Gehring, Liz Juern

- 1.) Opening Prayer
- 2.) Welcome
- 3.) Approval of Minutes from previous meeting
 - a. January meeting minutes approved
- 4.) Pastor's Report – Fr. Tim
 - a. **Catholic Stewardship Appeal:** Our parish surpassed the goal of \$77,000 generating **\$77,687.50**. Our goal for the 2016 CSA is also \$77,000.
 - b. **Teaching Mass:** The Masses on the weekend of February 20-21 will be complete with an explanation of why we do what we do at Mass.
 - c. **Budget:** We are currently working on a proposed budget for the Pastoral and Finance Councils. With the absence of a large fund raising event, it is very important that we continue to think of ways to generate money to afford the ministries we offer at St. Gabriel Parish. It is our hope to add the following positions to our staff:
 - i. *Director of Christian Formation/Pastoral Associate* – full time;
 - ii. *Communications assistant* – part time;

- iii. Working on filling school positions (*Art and Religion* for gr. 6-8) – part time.

d. **Parish Auction:** I sent a request to Archbishop Listecky to see if he would be willing to offer a dinner with him as an item for the auction. It is the archbishop’s policy to **not** repeat an item for the same parishes every year. The auction team needs to know that we cannot rely on this item in the future.

5.) Reports to Pastoral Council

- a. Financial Update - George Wiciak
 - i. Last meeting in January – draft of December financials
 - ii. On track for budget with a small surplus YTD
 - iii. Starting budget season – preliminaries in March
- b. Feasibility Study Update – Kevin Brehm
 - i. Feasibility group has been meeting with a representative group of all ministries to review schematics and review needs
 - ii. Father Tim and John will update the parish this weekend on the process and where we are at. Fellowship will happen following the masses showing the schematics.
 - iii. Hopes for April time frame to reveal findings of capital campaign

6.) Commissions Highlights

7.) Parishioner’s Comments

- a. George made note about our mission statement and promoting it more.

8.) Discussion/Action Items

- a. By march pastoral council meeting each commission should report back on their timing for the needs assessment recommendations (find below)
- b. We are looking at the Cluster parish meeting moved to March 8th and then we would break into our pastoral council meetings
- c. 2/20/16 – Day of Reflection 8:30 to 12:00, Please RSVP to Liz Juern

Needs Assessment Recommendations

Prioritized Recommendations	Overall Support	#1 Priority	Funding Response	Next Step – Complete Chart
1. Create on central campus to	30%	64%	Capital	Feasibility Committee

advance the mission of the entire parish community				
2. Study & invest in IT infrastructure for communication, marketing, parish census, and utilize all technology tools available to enhance prayer & worship of our community	11%	4%	Capital & Operations	Trustees, Finance Council, Pastoral Council and Staff
3. Provide a greater focus on stewardship (time, talent, treasure) & endowment funding	9%	4%	Capital & Operations	Stewardship Commission, Ted, Brian
4. Develop parish & school activities into one community with intergenerational appeal	7%	1%	Operations	Christian Formation Commission, School Commission, Lynn Ann, Nick, Jill
5. Continue staff development to continue the Catholic identity and culture of excellence (at the school)	6%	2%	Operations	School Commission, Principal
6. Promote family participation in all sacraments & family Eucharistic adoration	6%	6%	Operations	Prayer & Worship, Beth
7. Collaborate to share resources, staff & facilities with St. Boniface	5%	13%	Operations	Father Tim, staff
8. Invest in marketing program that supports all parish needs	5%	0%	Operations	Liz, Ted
9. Publish & encourage parish at large to live out Human Concerns mission statement	5%	2%	Operations	Human Concerns, Randy
10. Assess parish staff needs: # of staff, positions, experience and meet those needs	4%	4%	Operations	Executive Committee

9.) Closing Prayer

10.) Adjournment

Respectfully submitted by Ted Meyer, Vice Chair