**St. Martin of Tours Parish**

**Pastoral Council Meeting Minutes: November 30th, 2022. 7:00pm – Weinhart Room**

**Mission Statement**

St. Martin of Tours Parish strives to be a vibrant, welcoming, Roman Catholic Community, and to accept the call and challenge of Jesus through the guidance of the Holy Spirit.  We commit ourselves to the Word of God through Eucharistic worship, lifelong Catholic education and formation, and works of justice and stewardship.  We further strive to follow the example of our patron saint, Martin of Tours, to proclaim the kingdom of God through our generosity, love and service to one another and our neighbors.

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| Members | Present (Y /N ) | Members | Present (Y /N ) |
| Fr. Andrzej Sudol, SCJ (Pastor-ex officio) | Y | Marge Weiler Term 6/2025 (Stewardship) | Y |
| Ken Keefer (Chairperson)  Term 6/2023 | Y | Barb Poepping (Worship) Term 6/2024 |  |
| Patti Pluta (Formation)  6/2023 |  | Joyce Schlachter (Vice-Chairperson)  (SW Deanery Rep) Term 6/2023 | Y |
| Jen Moscatello (Secretary Nominee) Term 6/2023 | Y | Jeannette Schupp  (Worship) (SW Deanery Rep) Term 6/2024 | Y |
| Kevin Beck Term 6/2025 (Finance) | Y | Dave Vanness (Trustee ex officio) | Y |
| Hoan Chau – Vietnamese Rep | Y | Pat Boyer (Trustee ex officio) | N |
| Fr. Son Nguyen, SCJ (Assoc Pastor-ex officio) | Y |  |  |

**Unable to Attend**: Patti Pluta, Barb Poepping

**Opening Prayer:** Fr. Andrzej

**Guests Present:** Deacon Henry Nguyen, SCJ; Deacon Chuck

**Parish Community Comments:** As of 20 minutes ago, Jen got a new car. Now she will have a reliable mode of transportation. Marge, Joyce, Ken went to the Milwaukee Archdiocese Council Congress. This included a brief overview of what archdiocese is doing and good training on how to run meetings. Marge went to a session on education which brought up the percentages of those who are active in parishes is really low which is a

problem throughout the Archdiocese. Anytime the Archdiocese offers seminars they are always beneficial. They always begin with mass, include thoughts from Archbishop, and education. Fr. Andrzej thanked the P.C. for participation of the installation mass. Deacon Henry spent a lot of time preparing the mass. It was a good celebration and important for the community to come together. Recently Hoan Chau received phone calls

asking when the next time egg rolls will be made.

**Approval of Minutes:** Minutes of October 26th and November 16th meetings approved by Jennifer Moscatello and seconded by Fr. Andrzej. Need to make sure minutes are updated on parish website.

Pastor’s Report: In addition to short term and long term plans, Fr. Andrzej was part of the discernment

process. He was encouraged by how it was handled. The Holy Spirit was good and the choices made were right. Regarding the short-term plan of adding a new position: the job position and the details were finalized today. The job posting was put on the Archdiocese website and other places. Within a few hours there were three applicants. Hopefully with this position we will be able to do more things here at the parish.

Pastoral Council Discernment Results

* Committee assignments: Patti Pluta - formation, Barb & Jeanette – worship. We currently do not have anyone as a liaison for stewardship.
* What we need from pastoral council is for regular member to go to finance council. Kevin has an accounting background. A motion was made by Jen Moscatello for Kevin Beck to be the Finance Council Liaison and Marge to be the Stewardship Liaison. This motion was seconded by Joyce Schlachter. All approved. Kevin will attend Finance meetings and present the report to the Pastoral Council. Finance Council meets every third Wednesday at 7 pm in the Weinhart Room. Marge Weiler will introduce herself to Mike Karolewicz and discuss Mike’s ideas that were discussed with Fr. A (especially for Christmas). Diane Winkowski has Mike’s contact information. Jen will email Marge a copy of the universal subcommittee report form.

**Approval of appendix to Pastoral Council norms:**

Changes that were made were as follows: Membership 3.1: 15 members. 3.4: 2 Associate Pastors. Commissions or Committees 11.6B: ‘Alpha’ is part of Adult Education and should be listed under ‘Bible Study’, as our goal is to have this each year.

The next selection for Pastoral Council members will be in 2023. Two current terms will expire in June and two members will be needed. As the vice-chairperson, Joyce will lead this and will start the process in February.

There is the possibility of having youth representative on council. Youth must be 14-18 years old. Ethan Pham from Vietnamese Community was suggested, as well as a member of the Vietnamese youth group. Hoan Chau will look for a youth member amongst the Vietnamese community. Also, Nate Wood has shown interest, but is not sure if he is able to commit.

If there are subcommittees that may be dead – such as vocations – should we confirm their current status? Is the Altar society the group of individuals who clean the linens? Lifeline club has not been active. This group was involved with checking up on people who are homebound or ill and has since been incorporated into the homebound visits. The grief group would be beneficial, especially considering the overall age group of the parish. It would need a committee leader in order to exist at the parish. Marge volunteered, as she has experience in grief groups. It could be expanded past widow experience, but also suicide, pet loss, etc. Deacon Chuck helped initially start it and would be willing to help Marge resurrect it.

Should we have an action item to determine who is the chair of each of these subcommittees listed? Ken will give the list of commissions or committees in the appendix of norms to Diane to seek for members who chair the committees and to verify which ones are currently active. Chairs are welcome to attend P.C. meetings to ask for help. This could be a way to thank them for their service too.

The Pastoral Council will wait to approve the appendix to Pastoral Council norms until more information is confirmed regarding subcommittees.

Archdiocese Love One Another Capital Campaign:

* Proxy submitted to Archdiocese and was approved.
* Action: Next steps: We have to find volunteers & start to contact donors. Fr. will meet with Kim next week and discuss the details.

**Action to Meet Stewardship Committee Chair:**

- A meeting was held with Mike Karolewicz that was productive. Mike promised to include some

people: his wife and Paul Rotzenberg. Fr. Andrzej would like to add one more person to this committee

to make it more active. Going forward we need someone from the Pastoral Council to be a liaison for

stewardship to get reports from and present to the Pastoral Council.

**Direction of 360 Committee:**

* Families and Youth committees to jump start the 360.
* Replacement for Katie is Beth Rydeski. Fr. Andrzej asked Beth to set up a meeting with Katie, Deacon Chuck, etc. Ken will contact 4 chair members: Bernie, Pat, Beth, Mike Karolewicz.
* We should find replacement for Bernie, as he will be in Arizona. Jen is willing to lead it, as she has been unofficially filling that role. Ken will discuss this when discussing with the current 4 chair members.
* John Howard setup a meeting to reorganize these committees? John has not done this. We may have to find a replacement for him. Ken will take over this role.

Parish Committee Reports:

* Formation – Written Reports by Deacon Chuck, Deacon Henry, Fr. Son and Katie to be submitted to Patti Pluta for review. Also, 360 report from Jen.
* Youth Formation: There are 52 registered students at this time. Veterans Day cards were made by the 5th & 6th graders and were distributed at the Veterans Hospital. The family dinner occurred on November 21st and on Nov. 28th the first Parent meeting with families with children receiving a sacrament this year. Grades 3-8 will have confession on Dec. 5th. The family event will be on Dec. 12th.
* 360 report/Adult Formation: Alpha has ended. Guest feedback forms were submitted, tabulated, and discussed at the Post-Alpha meeting on Monday, Nov. 21st. General findings from guest feedback forms was guests with existing faith reported they were stronger in their faith due to this program. Four individuals reported discovering relationship with God through Jesus due to this program. Participants enjoyed the discussions and became more comfortable with discussing faith matters openingly. On a scale of 1-5 (1 not positive, 5 very positive) the average experience was a 4.56. Future Adult Formation programs to be held at the parish were discussed. The consensus was Jen would lead a movie & discussion program using series one of ‘The Chosen’ beginning in February 2023 and ending before Holy Week. Logistics were discussed, action steps were determined and are already in the process of being taken care of. Group will meet virtually via email through the busy Christmas season as needed. In-person meeting will occur prior to the start of the program.
* Worship – none submitted.
* Human Concerns – none submitted.

Finance Committee Update:

* October Financial Minutes: were posted in Flocknote and not emailed. Regular collections are over budget. The HOTROD contribution is down $11,000. If we are going to the capital campaign, the HOTROD campaign will be redundant. The HOTROD campaign was established for capital improvements. The Finance Committee was successful in getting it extended as a general-purpose fund. It was used for the parking lot & roof. We will be incurring an additional $11,000 refueling charge for sprinkler system after the flood in the school. There was a bequest received by the parish. Ordinary expenses are under budget. The parish’s net income was over budget.
* Bike path: Dave Vanness is in agreement of layout presented by the city of Franklin, but not in agreement to making the path 20 feet wide. Dave has not heard anything back. Now the bike path is in Pat’s hands. Fr. Andrzej talked with Mayor Steve Olson concerning the bike path. The mayor is in favor of having a meeting with Fr. Andrzej. Regarding possible compensation for our land the city is taking, the Mayor stated the city is ready to repair the road going to the cemetery. This will be one less thing we will need fulfilled from our One Love Another Campaign. Dave Vaness stated this concept is good, but we need to make sure the foundation of the road is taken care of and a ‘band-aide’ method is not used for the repair. We must contact Pat first and then Dave will run with it.
* Softball: Deacon Chuck has been working on the formalities with the Archdiocese. Dave received an email that was forwarded to Ken. The Girls Franklin Force softball team asked for the opportunity to use our gym during the winter for a few months. Concerning the use of gymnasium for softball – pitching, throwing, batting, etc. - we need to figure out the logistics: who will open the doors for them, insurance we have, what kind of netting/protection do they have and could they easily move it for us to use our facilities, etc. Softball activities indoors could cause damage to the gym. Diane could list all the things monthly listed in use of gym first and foremost to see if they can adjust to our schedule. Deacon Chuck and Dave are following up on the outdoor usage. Who will follow up with indoor usage? In the past, there were groups using the facilities and a maintenance person was employed for 2nd shift to open and close the facilities. Currently Doug is employed for this (Tuesday-Thursday, 5-9pm). As this is his second job, would it be possible for him to stay until 9 pm? General consensus of the Pastoral Council is it is worthwhile to go down this path. The money coming into the parish for gymnasium rental is not going to be a large amount, but it will be exposure for the parish which is also beneficial. The softball team proposed a rental fee of $800 a month. At the previous Pastoral Council meeting it was decided the gym rental fee was $30 per hour – for different groups. We’d be better off to offer them a flat rate and restrict their usage. We could make an offer of a 1-year lease and re-evaluate. Further questions need to be explored. How will they move their equipment so we can use our facilities? Would we collect a deposit for damages? We have done that for the fields already. The people who created that field and kept it going – would they want to get involved with making some phone calls concerning this? Who should be a person to run with this? Ask Mark the maintenance manager to see if he thinks this is doable to have someone to open & close for the evenings. This may make the maintenance company keep their business with us. Deacon Chuck will talk with Mark about this.
* Daycare: Carpeting was finished today. Estimates for a sink up to code with childcare has come in. Deacon Chuck can communicate with the daycare faculty that an accident occurred and the facilities are being fixed. Deacon Chuck will talk with the pastor of the church the daycare is associated with. How much does Pastor’s parish want to run this independently? How much do we as a parish or Priests of the Sacred Heart want to run this operation? SCJs have funding they are willing to use for this. The parish of the daycare & SCJs are waiting for a report for how much it will cost, availability, etc. Greg was working on determining the cost for equipping classrooms with sinks & countertops that would be state-approved. There is a meeting tomorrow with the daycare faculty and SCJs. Deacon Chuck will write up a report. Concerning the building: the building is old and roof on the one-story portion is at the end of its life. The replacement cost 2 years ago was $150,000. This does not include replacement of windows that are single-paned. There is an annual expense of $150-200,000 to keep it in use. There may be benefactors to help cover this cost. The income from using the space and funds from benefactors may help cover the total cost. We need to discuss the future of the school. We need to weigh the advantages and disadvantages and consider the future a few years ahead. We need space for food pantry, religious ed, etc. Ken will meet with the chairs of the committees. For right now the school is included in the proxy for the Love One Another Campaign. We have a plan to keep running the school unless we decide not to. We are not ready to make a decision. Any wealthy individuals who have Catholic values who could donate finances to the school? The communication and stewardship committees have not contributed to this. We need a group of people who will do research concerning the school. If we have a clear picture then we will make a decision.
* Deacon Chuck will take pictures of the new individuals for the photo board.
* Christmas party with the combined Pastoral and Finance Councils: Friday, December 30th at 6pm in the narthex. Spouses are welcome. Format is potluck style. White Elephant gifts: $20 gift limit, per gift. Jen will check with Diane to see if the space is available. Jeanette will organize the potluck. Fr. Andrzej will order food to contribute. All will RSVP by Dec. 22. Jeannette will get emails of everyone from Denise. Kevin will bring cheese, sausage and crackers. Jen will bring garlic mashed potatoes. We will invite those who were on the councils recently as a way to say thank you.
* Giving tree: purchased gift cards should be put in collection basket and not left on the tree. There should be a note to direct people to do this. Denise will pick up gift cards on Mondays and put in a separate area. Barbee Sorensen is in charge of Human Concerns and should do this.

**New Business:**

* 2022-2023 Council Schedule
  + 1-25, 3-1, 4-26, 5-24, 6-28

**Closing Prayer:** Motion to adjourn the meeting at 8:48 pm was made by Kevin Beck and seconded by Marge Weiler.

**Our Next Meeting:** Wednesday, January 25th @ 7:00 in the Weinhart Room