

**St. Anthony on the Lake
Common Leadership Meeting Minutes
March 12, 2018**

The Common Leadership evening opened with Vespers at 6:30 PM.

The meeting began at 6:50 with Standing Committee and Pastoral Council members in attendance.

Father Tony welcomed the group. He began by acknowledging the outstanding efforts related to the parish's Lenten Mission offerings and Confirmation Retreat. He noted that he has received overwhelmingly positive feedback. Father Tony expressed his gratitude to the Mission and the Retreat Planning Teams.

Father Tony provided an update on Jubilee planning. The Picnic Committee met recently and the focus of the Jubilee will be gratitude and celebration. The picnic event will be catered by Zilli's so as to not place so much of the preparation, serving and clean-up tasks on parishioners. There will be two bands and a raffle. Stay tuned for further developments!

Father Tony noted that we continue to work on development of our Parish Covenant. We are on track to sign and celebrate our new covenant on the weekend of June ninth and tenth. We will bless and install the covenant into a physical marker, our covenant "rock" on June 30th, the day of our parish's one hundredth anniversary.

Father Tony provided the following additional updates:

- We're continuing our work on the Parish Directory.
- Landscaping at the front of the parish is being updated.
- Ben B. Kathie A and Father Tony depart on April fourth for the first three day gathering for the Vibrant Faith Initiative in Baltimore.
- The nomination process for new Pastoral Council and Standing Committee members will begin soon.
- Father Tony will give an update at all masses this weekend on the Grow in Your Heart Campaign. There will also be a bulletin insert
- Fr. Tony will participate in a fundraiser at Cardinal Stritch University, "Drinking with the Saints" Please consider supporting this event.

Father Tony asked the group to continue to pray for dear colleague and friend Jane McLaughlin.

Bob Bluhm made an announcement on behalf of the Building & Grounds Committee. He described that we have 270 yards of berms that require upkeep. The Building and Grounds Committee is asking families to adopt 40 ft sections. The link to signup for landscaping help is

<http://www.stanthony.cc/landscaping-help>

April 28th from 8AM till noon is Spring Clean Up day. Bob noted that we need help to make a great first impression of the parish with beautiful grounds.

Joe Schroeder thanked Laurie and the Prayer and Worship Team for the beautiful Vespers service. He dismissed the group with a reminder to return to the church at 8:20 for summaries and Closing Prayer. The Standing Committees' minutes for 3/12 are as follows:

PRAYER & WORSHIP COMMITTEE MINUTES

Present Brian Felsmann Laurie Polkus Barb Hansen Jim Guidinger Teresa Karolek Esme Kosier
Pat Mahoney Tony Wendorf

Absent Patricia Ashley Paul Daniel Jeff Ellington Linda Janecke Warren Kosier Scott Kunkel
Dave Lechtenberg Joe Nutt Joe Schroeder Kate Spitz Jamee Stanley Peggy Ziegler

Minutes from February 2018 – Approved.

Altar Server Update – Laurie Polkus had a conversation with Scott Kunkel regarding the status of server recruitment. Two hundred twenty-one invitations in postcard form were sent to 5th – 8th grade students. Training sessions are scheduled for March 16 at 2:30 p.m. and March 18 at noon. Adults are also welcome.

Servers are scheduled for the Triduum. Laurie is investigating a scheduling application for ministry use replacing Sign Up Genius.

Succession Planning – Tony Wendorf reminded the committee that there are three Parish Council positions up for election this year. The committee is encouraged to nominate from the committee or other parish members. Brian Felsmann said there was a position open for Chairperson of the Prayer and Worship Committee for anyone who is interested. Anyone who has questions about the chairperson's duties should contact Brian. Brian plans to remain on the committee representing the Eucharistic Adoration ministry.

Planning for Holy Week/Easter – Laurie reported that the Holy Week worship aide is ready. It was a horrible experience with many breakdowns of the copy machine. She is exploring the possibility of having an outside printer (LPI) print the worship aides in the future.

Servers are scheduled. Barb Knepper will put out sign up sheets for other ministries. Palm Sunday Liturgies start in the gathering space. Oil bearers on Holy Thursday will be the catechumens. Representatives from our Partners in Mercy will participate in the feet washing. There are enough microphones for the Good Friday Passion Readers.

On March 11, new Eucharistic Cups were blessed at the 10:45 a.m. Mass. We are grateful to Tom and Caroline Gerger for the donation of these beautiful new cups, given in memory of their son Nick. Old vessels that aren't too badly bent or dented will be kept in the working sacristy for when there is need for additional Extraordinary Ministers of the Eucharist.

Year-End Report to Parish Council – Brian and Laurie presented the year-end report to the Parish Council on February 26. There were no complaints. Brian will send out the finished copy of the report to committee members. There was a discussion about the need for a Funeral Coordinator – a go-to person on the day of a funeral.

Ministry Reports:

Eucharistic Adoration – Barb Knepper will publish the adoration schedule for Holy Week in the bulletin.

Extraordinary Ministers of the Eucharist – Some teams are having a group prayer before Mass.

Lectors – Teresa Karolek needs copies of the Passion reading for Good Friday, so that the lectors can practice ahead of time. Laurie commented that if need be a hymnal could be used. Upcoming need for lectors: Confirmation (readings are not selected yet); First Communion (regular lector); Assumption (two readings).

Any Additional Business – Discussion of creating a list of suggested items that could be donated.

Next Meeting – April 9, 2018 @ 6:30 p.m. in church.

Next Agenda Items – Discernment Process in June. Lead Common Leadership prayer on June 11.

Submitted by Barb Hansen

SCHOOL COMMITTEE MINUTES

Attendees: Kate Mitts, Ellen Knippel, Flo Prospero, Melanie Sobotka, Jacki Wendorf, Jen Packee, Terri Ogden, Laurie Utter, Sherry Kahn, Jennifer Guthrie.

1- Ellen read Mission Statement

2-Principal Update- Ellen stated that 3rd quarter is wrapping up in a couple weeks. On Wed 3/14 the students/teachers will be participating in a 17minute prayer-in (instead of walk-out) and pray for our community. On Thurs 3/15 we will be participating in our first You Be The Chemist competition- 7 & 8th graders answer chemistry question against other kids. Jake Miller (8gr) is representing our school at the State Geography Bee finals at the end of March.

3- Parish Update- Terri mentioned that the Parish Mission was well attended & successful. Parish is also looking for additional alter servers & is holding new training sessions. A mailer went out to all middle school kids.

4- Communication Update-Melanie stated that our newsletter is at about 67% readership, down a bit from last year.

5- Membership & Participation-Flo is next preparing for Teacher Appreciation Week in May. Has ideas.

6- Marketing- Jen P stated that they are considering a Middle School reach out, but nothing finalized. Also, we have a wait list for 3k & 4K for next year.

7- Policy- Ellen asked that Jacki add “contracted staff” to admittance Policy. Also, discussed adding in a separate 3k dress policy since they don’t wear uniforms & they just wear random clothing. It was agreed upon that our uniform policy is not always adhered to & not always enforced. Ellen to look at dress code Policy again.

8-Survey Update- Kate reported that the survey is complete & will be sent out as a hard copy with 3rd quarter report cards. Incentives to return completed survey include dress down passes for students & being entered in drawing for \$100 SCRIP gift card.

9-Athletics- Kate reported that we have 5 openings in Athletics for next year. Suggested reaching out to grades 1-7 via room moms & asking 1 parent from every class to rep on athletics to ensure we have the program covered.

10-Miscellaneous- Lion King auditions are Mon 3/19 after school. School Committee has 2 openings for next year (Chair & Secretary). Current members are encouraged to ask those they feel would be a good fit to think about joining.

Submitted by Laurie Utter

LIFELONG FAITH FORMATION COMMITTEE MINUTES

Committee Members Present – Brain Milam, Mary Maddocks, Jenny Knoke, Patricia Meehan (PC visitor), Laura Smyczek, Ann Fons, Kathie Amidei, Debbie Kusch, Julie Goyette, Jenifer Hilander, Sarita D’Souza, Bob Bluhm (PC visitor), Justin Staebler, Robin Hicks, Jack Blankenheim, Bob Loth

Reflection

Jack lead us in a reflection from scripture on God’s wisdom. Volunteers to lead upcoming reflections are: April 9-Brian; May 14-Mark; June 11-Robin.

The minutes were approved with the noted change that the LFF Committee’s presentation to the parish council has been rescheduled for June 25th at 6:00 p.m.

Additionally, LFF will lead the common leadership opening and closing prayer in May. We will shape our prayer around our blessed mother, Mary, as May is the month of Mary. Please email Jennifer jshilander@charter.net with your prayer ideas, music suggestions, and inspirations.

Active Business

Continued Dialogue for Pastoral Council Report (June 25th)

Committee members came prepared to share their perceptions of the accomplishments, problems/challenges, and goals over the past year. Some additions to accomplishments not previously noted included: church bags for the children to use during Mass; faith works has added more and different service opportunities; preschool centers at La Petite; and providing enrichment for youth during the Mission which was lead for the first time by a woman. One noted challenge is the preparation for the Gala and the Mission in the same year. We reviewed goals in a brainstorming type session with regard to the types of faith development opportunities on our wish lists. We learned that many of these things are already in place or offerings with a similar purpose exist. For others, we have the structure in place but would need additional staff or facilitators to realize. Some topics discussed were holding an alpha group for high school seniors and their outside-of-parish friends; to cultivate more involvement of our parish’s faithful men as facilitators and volunteers in formation opportunities for all youth, and particularly to serve as examples for other boys, teens, and young men; place more emphasis on service (not tied to service hours) in faith formation activities among the parish youth, facilitating opportunities for teens to seek their unique sense of purpose with their faith at the center of this evolving process. An action item for committee members is to email their notes re: accomplishments, problems/challenges, and goals to Ann before April 9th. The faith formation staff,

with their intimate and comprehensive knowledge of existing programs and ongoing efforts will draft our committee's report with these suggestions in mind.

Gala Fundraiser – The detailed financial report is in process, awaiting an outstanding piece of information and will be presented in April.

Reports

Pastoral Council – Summarized in Fr. Tony's opening common leadership remarks.

FF Program Report – some highlights

- Parish Mission: The children's programming for the mission was positively reviewed! Kids wanted to come back multiple evenings.
- The last family program of the year will be next weekend.
- The labyrinth will be set up beginning on Wednesday (3-14-18) and remain available through Good Friday.
- First Communion Preparation has begun.
- Bible camp planning has begun. Our first planning meeting will be at 6:45p.m. on Wednesday, 3-14-18.
- Sticky Faith: A four-week Thursday morning series will be open to all beginning 4-12-18.

Athletics

- Track is beginning.
- Significant leadership help is needed on the athletic committee for the coming year.

Upcoming Dates:

Next meeting: April 9th at 6:30 p.m.

Report to the Pastoral Council: June 25th

Our committee is scheduled to *lead common leadership opening prayer* on May 14th.

Submitted by Jenifer Hilander

STEWARDSHIP COMMITTEE MINUTES

In Attendance: Mendy L., Ben B., Natalie K., Mary Claire T., Bill B., Julie C., Charlotte C., John S., Father Tony

Everyday Stewardship Reflection:

- **“For I know the plans I have for you, declares the LORD, plans for wholeness and not for evil, to give you a future full of hope.” Jer 29:11**

Parish/Diocesan Updates:

- **Parish Mission** – send feedback to Ben and Father Tony
- **Parish Covenant** –
 - o Will be presented to Cabinet on Wednesday
 - o 5 part homily series during late Easter/leading up to the 9th/10th of June
 - o There will be a formal process of signing the covenant & placing in time capsule to go in rock in front of church
- **Follow Up on Debt Reduction**
 - o Banner in gathering space
 - o Changing information in bulletin - more transparency
 - o Segmented out letters - 4 segments
 - o Announcement offered by members of the debt retirement team
 - o Decided we will not do an extension of the debit elimination at the Annual Stewardship time
 - Letter will indicate we will likely be looking for a one year extension early 2019
 - o Committee members agreed to minor amendments to the February Meeting Minutes in order to offer more clarity on the Capital Campaign & Debt Reduction history - (see attached).
- **MissionInsite**
 - o Tool for using data to understand your community better in order to respond to the needs of your community better
 - o Diocese is offering parishes this tool at no cost

Stewardship Renewals:

- Committee to consider new approaches to annual renewal
- Currently 3 Separate Renewals: Sacrificial Giving, Prayer, Ministries
- Have been running this model for the past 4 years

- **What has changed?**
 - o Committee Mission/Vision is much clearer
 - o The way we understand what is going on- metrics
 - o Development of the Covenant
- **Current Renewal Sequence:**
 - o November: Sacrificial Giving Renewal
 - o Beginning of Lent: Stewardship of Prayer Renewal
 - o Pentecost: Stewardship of Ministries Renewal
- **Potential Innovations:**
 - o Comprehensive Renewal (all 3 elements at once)?
 - o Tie one or more renewals to Parish Covenant?
 - o Reconfigure the timing of our Renewals?
- **Feedback:**
 - o Spend some time thinking about these elements for next months meeting
 - o How can we measure retention?
 - o Prayer renewal works well with the covenant
 - o Email slides to committee
 - o How do the 5 topic series connect to the covenant?
 - o Connecting all three - may clean up the messaging - worth discussing further

Updates from Working Groups

- **Planned Giving:**
 - o Green light to move forward - Purposeful Planning
 - Pilot Group - 6 couples this summer
 - Jenny Nolte who is the expert on Planned Giving; we will be hiring her to help

- **New Parishioner Welcome/Engagement:**
 - Looking at the following:
 - How to we amplify our welcome?
 - Register? Folder? Language of Stewardship?
 - What do we do when people walk in the door?
 - How do we communicate with them effectively?
 - How do we invite them into more engagement?
 - Next Steps: prioritize
- **Unlock Your Gifts:**
 - Did not move forward with a Lenten program
 - Looking at new launch date
 - Hosted facilitator training to broaden
- **Stewardship Formation for Children & Youth:**
 - May timing to get teachers/staff together
 - Working with Kathie A. to get a date on the calendar
- **Stewardship Examples/Engagement in Action:**
 - Julie, Ed, MaryClaire, Ben - in first meeting; Ed & Ben - met additionally
 - Identified tasks/next steps

Next Steps:

- Next Meeting Agenda Items
 - Discernment coming in June

Amendment to February Minutes:

- Fundraising: Results of Feasibility Study anticipated project to be done in 3 phases for a total estimated cost of \$10 million
 - However, project completed in one phase for a total of \$6.4 million

- o Initial campaign raised almost \$3 million
- o Second campaign (hoped for debt elimination) fell short of goal
 - \$1.3 million in debt right now
 - 1.5 years into the debt elimination campaign
 - Currently paying \$54k in interest per year
- Notes from Fred:
 - o \$6.4 million project
 - \$1 million savings (reserves) was used
 - Raised \$3 million in pledges
 - Borrowed \$2.4 million
 - Debt currently stands at \$1.3 million
 - o Current pledges yet to be fulfilled total \$250k

HUMAN CONCERNS COMMITTEE MINUTES

Human Concerns Committee Minutes

March 12, 2018

Present: Susan Dowd, Clare Dundon, Janet Edwards, Dave Grunwaldt, Debbie Klimko, Kathy Libert, Kathy Waters, Joann Weidmann

Guests: Deacon Dennis Petrie, Joe Schroeder, Tony Wendorf

Approval of meeting minutes: February meeting minutes approved.

Annual Report: If you oversee a ministry, please send highlights from past year to Debbie before April meeting so she can put together Annual Report to present in May.

Common Ground: Out of the two listening sessions that were held (May 2017 Parish; November 2017 Family Program) there were 3 main topics of concern that will be focused on 1) drug abuse epidemic 2) social media 3) building support networks.

For the first topic of concern, there will be a panel discussion on dealing with the drug abuse epidemic on Sunday April 29th after 9am mass; will run from 10:30am to Noon. Parishioners encouraged to submit questions in advance. Presentation is being co-sponsored by Common Ground and Family Program.

Common Ground is celebrating its 10th anniversary on Sunday April 29th at Italian Community Center from 3:30-5pm. Would like to have 20 representatives from St. Anthony in attendance. Let Dennis Petrie know by April 14th if you can attend and we will car pool downtown.

Pewaukee Interfaith – Dementia Initiative: There is a committee handling communication and advertising. Will require RSVP for attendance.

Presentations will be held in Fellowship Hall on Thursday May 17th; check in from 3 to 3:30pm. Three speakers 1) Pewaukee officer who handled combative person at bank with dementia 2) Medical professional 3) Former Governor Marty Schreiber (4:45-5:30pm). Vendors / agencies will also be available. Anticipate will be done by 6:30pm. Committee members can assist with check-in and greeting attendees.

Once have estimated number of attendees, provide room layout to Debbie to assist with logistics / room setup.

Holy Thursday Foot Washing & Reception: Tom Bohman is working on getting representatives from Partners in Mercy organizations to attend. There will be a short reception in Fellowship Hall after Mass (1/2 hour). Debbie is overseeing food and setup for reception. Would like Committee members to come to reception.

Potential New Members for Committee: Would like to have one new person come to each committee meeting to determine if they are interested in joining.

St. Hyacinth Food Pantry: Numbers down in February – typically what has been seen historically. Anticipate numbers to increase again in March. Working on getting laptop. Still working on security camera setup. No more incidents have been reported.

Earth Ministry: Working on Earth Day display; need to let Debbie know what is being planned by end of March. Sign-up Genius setup for garden and already have 18 weeks with at least one person signed up. Will contact Laura Smyczek to have her let Family Program members know about opportunity.

Family Promise: Mike Previte working on promotional video about Family Promise

Partners in Mercy: Next year (Fall 2018 to Spring 2019) will highlight St. Vincent de Paul, Santissimo Sacramento and Common Ground. Fall 2018: review Partners in Mercy; would like to do this annually or biennially. At April meeting review criteria to use – Janet will include criteria used to select Partners in Mercy in 2015. Could invite Tom Bohman to June meeting to walk through the process.

Funds in Reserve: At April meeting determine where to disburse remaining funds in budget. \$2550 [\$2800 minus \$250 sent to St. Hyacinths' to purchase security camera].

Miscellaneous: Joann W. would like to obtain approval for meeting space to hold book club on social justice. Will put together proposal and send to Debbie to present to cabinet for approval. Book club would be promoted to parish.

Submitted by Janet Edwards

The Common Leadership group reconvened in the church for Standing Committee updates.

The meeting concluded at 8:40 PM with a closing song of prayer.

Respectfully submitted,
Patty Meehan-Swan, Pastoral Council Secretary

Next Common Leadership Meeting: Monday, April 9th at 6:30 PM

Human Concerns leads Opening and Closing Prayers