

**St. Anthony on the Lake
Common Leadership Meeting Minutes
April 3, 2017**

6:30 Vesper Service was attended by the Common Leadership group prior to the meeting.

The meeting began at 6:55 PM with Standing Committee and Pastoral Council Members in attendance.

Father Tony Zimmer presented the Pastor's Update:

Nominations for Pastoral Council and Standing Committees closed on 3/31. At this time there are 13 Pastoral Council nominees and 19 Standing Committee nominees. Father Tony noted that although the 3/31 deadline had passed, it was decided that Standing Committee nominations could still be added until the end of this evening's meeting. The next stages of the process were reviewed. Standing Committee nominees are invited to attend next month's Common Leadership meeting on 5/8. Pastoral Council nominees are invited to attend and observe the next Pastoral Council meeting on 4/24. The actual discernment of Standing Committee members will take place on 6/12 and the Pastoral Council discernment will occur on 5/22.

Father Tony described that Trustees are elected by the congregation, not discerned. Bill Hoile and Bruce Miller have each served 4 consecutive two-year terms. Bruce M.'s term ends June, 2017 and Bill H.'s term ends June 2018. Bill H. has decided that due to personal obligations he will end his term in June, 2017. Father Zimmer announced that as of the completion of the election process, St. Anthony's two new Trustees as of 7/1/17 are Cheryl Oliva and Tom Brandt. Father Tony acknowledged the tremendous work of Bill Hoile and Bruce Miller and expressed the profound gratitude of the St. Anthony's community. Father Tony thanked Cheryl Oliva and Tom Brandt for their willingness to serve and expressed his confidence and faith in both Cheryl and Tom in the Trustee role.

Father Tony provided a Peru update regarding the damage and devastation caused by recent flooding and the impact on our Sister Parish in Peru. He asked for prayers and noted that the collection at last weekend's masses raised over \$25,000 for Santisimo Sacramento. Many thanks to all who contributed!

The 100th Anniversary Jubilee Committee is planning a kick off mass and picnic on 6/17. They are collecting things that tell the story of who we are such as stories from long time parishioners capturing their memories, photos and memorabilia. Anyone with anything to add to this collection should contact Ben Brzeski or Art Scheuber. We will also be doing a parish raffle. Many thanks to Don Stoll!

The Alpha program is underway! Small groups are meeting and participants are reporting that it is going very well. The participants in the pilot program will hopefully become ambassadors for the program for the entire parish program launch later this summer.

Planning is underway for the Lenten Mission for our Centennial. We have contracted with two gifted musicians, Jeanne Cotter and Tony Alonso. They will be here the first weekend in March, 2018 to perform a concert.

Next week is Holy Week. Please join us for the beautiful liturgies!

Bob Bluhm, Pastoral Council Chair

Bob Bluhm described his recent experience of interviewing SAL student ambassador candidates. Bob noted that the students gave testimony to the quality of education St. Anthony's provides. He acknowledged the outstanding work being done by Ellen Knippel and the entire SAL School Staff.

Bob participated in the recent Confirmation Retreat. He acknowledged Cindi Petre and the Confirmation Team for an amazing job. Bob noted that some 80 high school Juniors and almost 40 volunteers attended. He described that the experience was transformative for the 16 and 17 year olds. Great job Cindi and team!

Bob then dismissed members to their respective committee meetings with instructions to return at 8:25 for committee updates and Closing Prayer.

The Standing Committees' minutes are as follows:

PRAYER & WORSHIP COMMITTEE MINUTES

Present Brian Felsmann Fr. Tony Zimmer Laurie Polkus Barb Hansen Jim Guidinger
Esmey Kosier Warren Kosier Joe Nutt Linda Janecke Dave Lechtenberg Cheryl Oliva

Absent Paul Daniel Patricia Ashley Teresa Karolek

Minutes from February 2017 – Approved with correction of spelling of Joe Nutt's last name.

Nominations for Pastoral Council and Succession Planning – Brian Felsmann was nominated to the Pastoral Council. Nominees to the Prayer and Worship Committee Sue Kerwin, Barbara Weiley and Kate Spitz were presented to the Committee. Additional names were added during the meeting, Eric & Diane Lore, Pam McCollow, Tom & Deb Krebsbach, Bruce & Carol Arsnow, Bill Goggins, Todd & Denise Sheehan, Ray Czech, and Heath Brozovich. Cheryl Oliva will invite the nominees to the next meeting so they can decide if they wish to participate. Discernment is at the June meeting.

Liturgy Evaluations for Lent – The environment for Lent was impressive with the sculpted hands reaching up. Peggy Ziegler has taken photos. The continued existence of the Wednesday 6:00 p.m. Liturgy is under question. Attendance was low. Possibly move it to the Daily Mass Chapel? Choose a different day? Eliminate it? Determination at a later date.

Holy Week and Easter Planning – Holy Week and Easter worship aids are printed. Easter theme is "Alleluia! Love is Alive!" Palm Sunday: the palms have not yet arrived. Stage needs to be setup. Readers are ready. Holy Thursday: three oil bearers are assigned. Partners in Mercy representatives will be here for the foot washing. Bonita Ziegler will setup the towels. Laurie Polkus will bury the old oils, witnessed by the 3rd grade students. Jim Guidinger will setup the tabernacle in the Daily Mass Chapel. Laurie will remind Peggy that the candelabras need to be cleaned and set. Don Stoll will be here Thursday evening for adoration. Fr. John Yonkey will join Fr. Tony for Holy Thursday and Good Friday. Good Friday: Living Stations, Passion Reading. Jim will check that the cross for veneration is in good repair. Easter Vigil: Laurie ordered shorter candles to see if that helps the wax spilling. Ways to project sound at the fire lighting was discussed. Sound system? Baptism walk off needs to be set up Saturday. Easter Sunday: Hospitality needs to be alerted that we have "a lot of company in the house." Laurie reported that 13 musicians have been added for Holy Week and Easter.

Ministry Lists – Leaders are updating their contact lists in preparation for "Time and Talent Sunday" held on Pentecost June 4.

Future Training/Formation – Webinars have been used for training Lectors and Extraordinary Ministers of the Eucharist. Laurie is looking into using this format for group meetings. Laurie also passes along information about other learning opportunities when they arise.

Ministry Reports:

Music: Two timpani, 2 congas, and 2 bongos have been acquired through the substantial generosity of three donations to the Music Ministry. The drums were blessed during the 9:00 a.m. Liturgy on April 2.

Next Meeting: May 8, 2017 (6:30 p.m. in church)

Next Agenda Items – Nominees visit. Discernment process.

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SCHOOL COMMITTEE MINUTES

Attendees: Ellen Knipple, Tracy Tarwacki, Flo Prospero, Dave Grunwaldt, Angie Flanagan, Gary Oberfoell, Kate Mitts, Jen Packee, Mary Dahl, Melanie Sobatka, Laurie Utter.

1) Volunteer Update-

Tracy opened meeting talking about new possible candidates for school committee for 2017-18. We have about 5 people interested. Discernment is currently scheduled for June 12, but we are hoping to change that since Tracy & Ellen will both be out of town.

HSS is also looking for volunteers.

Athletic committee looks good for next year, but will need several replacements the following year...start recruiting. Concessions needs help.

SCRIP may have 2 new people interested. Ellen working with them.

2) Pastoral Report-

Tracy presented school committee report at last weeks Pastoral council meeting. Very well received.

3) Survey-

Need to get Survey to webmaster by April 12, so she can get it on website. Keeping same 22 questions so we can compare answers to last year. 3K will be getting another short survey in order to evaluate the program in its first year.

4) State of the School-

Tracy reported that we will again have 2 listening sessions. Fr. Tony will be speaking at both. Going over: Parish budget-Angie suggested we show actual dollars that the parish spends on the school, so people understand that stewardship toward the parish matters. Put more detail in both Parish budget section & school budget section. HSS- amount raised last year & potential for next year. Events- will list all events (G9, Autism Awareness, etc..). Curriculum- Ellen to speak about new science standards & new standard based grading.

Theme- new theme for 2017-18. Still working on theme, but trying to tie it together with Parish & Family programs. Technology-Tracy to give brief overview of our current program & explain that next year we will be buying new chrome books for 5K-2nd grade & just a few tablets for 4K & 5k. Getting rid of all iPads. Will have a sale at end of this year. They are too hard to manage.

5) Mission-

Angie reported that middle school is doing Faith A Thon next week 4/11. She needs about 10 volunteers to help out from 12-2:30. Also, will be heading up Adoration Wed 4/12 from 12:30-1:30.

6) Principal Update-

Ellen reported - last birthday blessing next Wed during Mass for April & May birthdays. Autism Awareness is 4/28- will have dress down for a dollar with proceeds going to Autism Awareness. Fr. Tony is finishing up classes with students. We still need help for High Interest Day 5/8- looking for several more people to come in & plan a session. One last teacher night at Culver's this year. They have been a huge success! Teacher appreciation week coming up. Planning in giving teachers spirit wear & serving 2 breakfasts & 3 lunches. Kids will also write thank you notes to their teacher. Lastly, student awards will take place 5/31 at 7:45 in PLC.

7) Parish Update

Dave Grunwaldt reported that 2 new trustees have been appointed. Hospitality has much improved at masses. The ALPHA program is in progress. Parish is still working on their goals...identifying & how to fulfill.

LIFELONG FAITH FORMATION COMMITTEE MINUTES

Present – Jenifer Hilander, Sarita D' Souza, Bob Bluhm (PC), Cindy Petre, Robin Hicks, Bob Loth, Tony Wendorf (PC)

Robin led a reflection on The Grace to Make the Right Decisions.

Because of changes with the schedule, LFF will not be leading the opening prayer for the council in May.

Minutes were approved.

Active Business

Report to PC for April 24th, 2017 – A video will be shown as part of the report highlighting activities of the year across all areas of LFF. Accomplishments and goals/future plans will be presented.

Review/Revise Faith Formation Goals – The committee reviewed the following 6 goals established for the 2016-2017 year:

- Continue to progress in the Catalyst Project particularly to parents of young children.
- Continue to evaluate programs that align with the Faith Formation and Parish Mission statements.
- Recruit new committee members to expand membership.
- Expand Children's Liturgy of the Word (CLOW)
- Improve communications through use of social media and online registrations and payments.
- Evaluate Faith Sharing Group models and implement one new model by Lent (2017).

The success of these efforts were discussed. In particular, the successful launch and favorable ongoing reviews of Alpha, the usefulness and high quality of the faith formation newsletter produced by Angie

Flanagan, the success of SPARK for teens as well as adults and families and parent café as a salve providing relief to our culture of busy-ness were emphasized. Per discussion at the February 2017 meeting, a strategic plan for ministry to young families will be among future plans along with those noted in subsection 6 of the annual report to parish council.

Membership Expansion – The committee was given a list of 5 names that resulted from nominations for/interest in LFF. The committee brainstormed other possibilities adding 5 more names for consideration. This list of 10 will first be cross-referenced with the nominations to pastoral council as there is believed to be overlap before candidates are contacted/invited to discernment at the June meeting.

Nomination of 2017-18 Officers

Sarita has agreed to continue as committee co-chair. She has asked that other current eligible (non-staff) members prayerfully consider whether they would be willing to co-chair the position. Jenifer agreed to continue as secretary.

LFF Subcommittee Organization

Cindi will review the LFF Sub-Committee Member Help Areas (2014) to suggest revisions that will make it current and more reflective of current areas.

In regard to future discernment of the parish to involvement with common leadership, it was suggested that perhaps during Catechetical Sunday masses, Father Tony or another representative provide a brief “education” about the “big picture” of the structure of common leadership. Members agreed that it may help parishioners to visualize the larger structure of common leadership, parish council, and subcommittees model of church organization. The benefit may be that when parishioners are approached for nominations, they have a better understanding of what they are being asked to discern.

Book Read – In addition to the prior meeting’s consideration of a “light” summer read (related to faith/spirituality but not confined to that domain) with a single Fall discussion, the committee also contemplated placing this effort on hold in light of broad council-wide dialogue regarding letting a particular program or activity go when it makes sense to do so. So rather than omitting entirely, the book read will be placed on hold and will look for a future opening.

Reports

Pastoral Council (Tony W.) – Two new large bequests have been pledged.

A conclusion of the budgeting process for the coming year has suggested a “non-budget neutral” status.

An approximately \$500,000 balance remains on the current loan.

As the council completes their reading of Great Catholic Parishes, they are drawing upon insights gleaned to inform the development of the next five year strategic plan to be implemented in the fall of 2017.

The parish council process has been revamped to be more sensitive and thoughtful of the candidate experience. Nominees will be notified of the outcome individually the morning following the “vote.”

Those not discerned to membership on the council will have indicated what standing committee they would like to join should they not be discerned to council and therefore welcomed and encouraged to share their gifts in that context.

FF Program (Highlights from the Report) – Report circulated but time expired prior to discussion.

Next meeting: May 8, 2017 at 6:30 p.m. Cindi will prepare the reflection.

FF PROGRAM REPORT for April 2017

EARLY CHILDHOOD:

Molly Ministry: A meeting was held to re-evaluate programming for early childhood. We'd like to focus more on how to reach out to families with children between Baptism and First Communion. More discussion and planning to come.

Guardians and Angels: Sessions are going well.

Baptism Class: Baptisms are done until after Lent. The next class is May 16.

MOM'S Group: will pray Mary's Way of the Cross on Tuesday, April 4 at 9:30.

Children's Liturgy of the Word: during 9:00 Mass, is going well. We are in need of more adult leaders. We had to cancel March 26 due to leaders not being available.

LaPetite Family Program: The year ended well. A fun time of trivia and stations of the cross was our focus. While the Pre K & K Centers focused on Holy Week & Easter.

CHILDHOOD:

Summer Bible Camp: Planning has started. The dates are June 13-16. Our theme is Camp Covenant. Our next planning meeting is April 25.

First Communion: The Bread Baking Retreat is April 1. As of this printing we haven't held it yet. All 62 students can make it and there will be 240 for the Great Picnic. Over 40 parent volunteers will help!

MIDDLE SCHOOL: Registration and planning for Summer Outreach Camp continues. We are always open to more adult help with this. Middle in the Middle will be cancelled for April. Students are encouraged to attend the Holy Week services. See Grades 6 – 8 under Faith Formation on the website for photos and details of middle school activities.

FAMILY PROGRAM:

Our registration is live on our website from April 1-June 1 for next year. We are trying earlier in hopes of staying on peoples' radar. With the new WeShare program online automatic payments will be easier too. Planning for next year's theme will take place at a Family Program Design Team ½ session on April 17 from 9:30-2:00. We have added May 21 as an optional service day for families and parishioners by hosting another "Blessings in a Backpack" service opportunity. It will follow the 9:00 Mass. Sign up is on sign up genius on our website. We will pack 1200 lunches for Waukesha school children.

We will continue sending the newsletter throughout the summer and are grateful to Angie Flanagan for her dedication and expertise in creating and sending these.

HIGH SCHOOL:

Mission Trips: As of March 6, 2017, we have 23 youth and 4 adults going on the Mission trip to Detroit with Young Neighbors in Action and 25 youth and 8 adults going on the mission trip to South Dakota. Both trips leave on June 17 and unfortunately will miss the parish picnic. Freshmen are encouraged to register for Reach Out Reach In, directly with the Archdiocese.

Confirmation make ups: make up sessions continue with the help of Jim Muraski. Several teens missed content and formation and Jim is catching them up before Confirmation, which is May 4 at 7:00pm.

SPARK, which is Adoration of the Blessed Sacrament specifically geared for teens was cancelled on March 13 due to weather, and held on March 27 from 5:30-6:30pm. It is a beautiful prayer experience. Please join us for time with Jesus, stay the hour or stop in for 15 minutes. Come pray with us on April 3 and 24, bring your family, ALL are welcome!

JUNIOR RETREAT PLANNING: was a great retreat. An awesome experience for all. Cindi will give a verbal report.

FAITHWORKS:

Blessings in Backpack: Will take place Sunday, May 21, from 10-12 in PLC. Signup on our parish website

ADULT FORMATION:

Bible Studies: The Wednesday night series ends April 5. The Tuesday Women's bible study will meet 3 weeks in a row due to missing so many April dates. April 25, May 2 & May 9.

ALPHA: is going well. Between both sites there are about 120. The next one is April 5 & 7. They will take 2 weeks off due to Easter and will begin again April 25 & 28. Their retreat day is on April 29.

FIRSTFRUITS: A retreat experience for women, will be back May 15 & 16.

MILLENIAL OUTREACH:

Buckets & Beliefs: is moving back to Monday nights now that the grade school basketball season has ended. Since a few of the participants also attend Common Leadership Night they will meet once a month on Sunday.

STEWARDSHIP COMMITTEE MINUTES

Meeting Attendees: Melinda Lanham, Fr. Tony Zimmer, Ed Gaffney, John Stanley, MaryClaire Torinus, Bill Brewster, Ben Brzeski and Patty Meehan (Pastoral Council)

Parish/Archdiocesan Updates:

- The theme and image of Sacred Struggle was so powerful and reached parishioners in all areas from the school children, confirmation Retreatants, and churchgoers. The phrase spoke to all.
- Spirituality of Stewardship Conference is in November and members encouraged to attend

- Over 500 people responded to Archdiocesan Stewardship of prayer survey. Great response.
- Ben is retooling lists and checking for accuracy for our Stewardship of Ministries. Making sure parishioners who volunteer to serve in a particular ministry are contacted. Also needed are a review of current materials and clarification of forms. June 3rd and 4th is the Ministry sign-up.

Stewardship Branding: we focused on what enhancements need to be made. We will look at the web and new parishioner materials. We split the group to address the current visuals on paper and on the web. How can we incite enthusiasm through our materials? What needs to be updated and clarified to coincide with our mission and vision.

- Printed Material:
 - o Our committee's vision of stewardship has come much further beyond what is articulated in this document. This document (as it currently stands) is mainly an invitation and description of how to make financial gifts to the parish.
 - o We want this document to have the following focus: Here at St. Anthony on the Lake, we are growing as a community of grateful stewards. Here's what that means to us and how you can be a part of it.
 - o The document should incorporate:
 - The new parish logo
 - Our stewardship mission, vision and tagline
 - The wisdom of the Bishop's Letter
 - Contact info for follow up!
 - o Patty mentioned that the visual and succinct definition we gave during our Annual Report to Pastoral Council was helpful and could be well placed in this document.
 - o We want to keep this to one page - or consider reformatting
 - o Bill gave a great breakdown of "Share - Pray - Serve" to frame to what we are inviting people
 - o We want this to be image rich & attractive.
 - o We see an opportunity to include in the new parishioner packet some kind of feedback mechanism, maybe a card, which invites our new members to articulate where the parish can serve as a support network, a family, to them. What are they in need of in this season in their life?
- Web Material:
 - o Web material should mirror whatever is in print for
 - o Homepage dropdown says Giving/Volunteering

- o Grateful Generous and Growing should be prominent
- o Video Testimonials that depict Grateful Generous and Growing
- o Images of people not graphics
- o Scripture
- o Easy Navigation & functionality
- o Music?
- o Planned Giving
- o Above all - from the homepage Giving & Volunteering should be more prominent.

Nominations Process:

Addressed nomination process for Stewardship (committee members) committee. Adding three members, but not necessarily a cap. Address needs: skills, gift, strengths and abilities. Can we identify and name our primary work and goals. Can we identify the most enjoyable elements. We can start conversation so we can reflect, pray, and discern who might be a holy and productive member of this group. What are our needs. How do we mentor others, candidates who already practices stewardship in a natural and holy way.

We brain stormed what gifts would be fruitful:

- Members suggested candidates that might be involved in a more secular way who has background in nonprofit.
- And someone who understands curriculum - teachers in the school. Members who have marketing background.
- Perhaps a high school student.

We currently have five nominees, and three open spots. Could we record the next meeting for nominees who cannot sit in to May meeting. Nominees will sit in next meeting and may enter discernment process.

June Festival Appreciation:

- MaryClaire showed the committee the appreciation cards that will go out from our committee to all staff and common leadership leaders
- Stewardship will staff a “Gratitude Garden” at the parish festival
- Logistics (tables & chairs, tent, etc.)
- Dan Coughlin is providing music, whiteboards for stewardship/gratitude thoughts,
- Dan is also providing a photo-booth for our booth - MaryClaire will provide the ink for the photo-booth

- MaryClaire has an idea for a children’s activity
- MaryClaire will put a shift schedule together so that committee members can agree to serve

Five Year Strategic Plan Review

In the interest of time, we did not engage this topic in great depth. Mendy asked the committee to spend some time reviewing the plan as it currently stands with an eye to assessing our progress to date and revisiting the next set of goals and objectives to affirm or revise them.

Next Steps:

- May 8th Meeting:
 - o We are leading prayer at the next Common Leadership Meeting
 - o Group affirmed the idea of using Tracy Welliver’s book as a monthly prayerful foundation of our work together.
 - o We will follow up with a discussion on the Five Year Strategic plan

HUMAN CONCERNS COMMITTEE MINUTES

April Human Concerns meeting April 3

In attendance Debbie Klimko, Clare Dundon, Kate Burke, Tony Horzen, Kathy Waters and Terri Mahoney Ogden

--Review and approval of March minutes

--Discussion of nominations for Human Concerns and Pastoral Council

--We will present our annual report to pastoral council on May 22. All subcommittees and ministry reports should be submitted to Debbie Klimko by mid April. Including numbers is encouraged.

--Common Ground was featured as our most recent partner of Mercy at the masses.

On May 17 at 6:30 there will be a listening session that will be like a parent cafe run by Dennis Petrie. Spread the word. We should be thinking about and asking others :”what should common ground be focusing on in the waukesha county/lake country area??” Our committee is encouraged to come take notes, be table facilitators and help out.. Others are needed to help with this event.

--Building and Grounds approved the vegetable garden..The kickoff/announcement will take place at mass the weekend of April 22 which is Earth day. We will be looking for families to “adopt” the garden for a week at a time. Donations can be made as memorials .

Produce will be delivered to the MacCanon Brown homeless sanctuary and the Pewaukee food pantry

-- St.Vincent de Paul--

The donation truck is coming at the end of April

--St. Hyacinth #s of households served is consistent as in past even though we used to give out clothes and we no longer do that anymore. The party is now a Choice program where volunteers shop with the guest to help choose healthy foods.

--Health ministry

Saturday June 24 is the blood drive

19 people were trained or recertified in CPR in March(ushers,staff.....)

--Care Ministry-- patiently waiting for individuals who need help-- stigma of asking for help needs to overcome..

Family Promise-- It is our turn to help Gethsemane parish during the week of May 7. Help is especially needed in the area of overnights where a couple sleeps in their own room and brings out grab and go breakfast in the morning...

--Partners in Mercy will be participating in the Holy Thursday foot washing organized by Tom Bohmann

Respectfully submitted by Terri Mahoney Ogden

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

The Common Leadership Meeting concluded at 8:45 PM with closing hymn led by Laurie Polkus

Respectfully submitted,

Patty Meehan, Pastoral Council Secretary

Next Common Leadership Meeting: Monday, May 8th at 6:30 PM (Prayers will be led by Stewardship Committee)