

St. Anthony on the Lake

Common Leadership Night Committee Minutes

Meeting Date: November 12, 2018

Meeting Time: 6:30 PM

Meeting Location: St. Anthony on the Lake (various rooms)

This was the third meeting of the year. It began with opening remarks from Pastoral Council Chairman, Tony Wendorf. He reminded Standing Committee Chairs and/or Secretaries to email their goals to Brian Milam by December 1, 2018. He also let everyone know that each committee is expected to share their goals with all.

The Opening Prayer was lead by the Prayer and Worship Committee. Thank you for your leadership, the prayer was based around Catholic Social Teachings.

Finally, the Prayer and Worship Committee also hosted the hospitality following the meeting. It has proven to be a wonderful opportunity for camaraderie and fellowship.

Stewardship Committee 11-12-18

In Attendance: Ben B., Dan M., Lindsey M., Heather S., Sandy W., Dave G., Father Tony, Maryclaire T, Kay Redmond, Mendy, Natalie

Excused: Julie Coughlin, Natalie Kieffer, Elaine Kroening, Bill Brewster

Everyday Stewardship Reflection: Psalm 100: Serve the Lord with Gladness; Philippians 4:6; We pray for challenges with anxiety, but we don't always include the thanksgiving. We all shared something that we are grateful for.

Committee News:

- Team Member News:
 - Dan's son got engaged
 - Ben is settling into his new house
 - Charlotte's daughter was baptized
 - Fr. Tony & Kay are back from Peru

- Committee News:
 - Christmas Party is fast approaching – we filled in the grid for date selection
 - Reflection sign up
 - January common leadership will be run by stewardship. Sign ups for this as well.

Parish/Diocesan Updates:

- Amazing Parish Conference – Father Tony provided a brief summary. Many of the things discussed at the conference were affirming of the direction that we are headed as a parish.

Agenda Items:

- Renewal Process Update
 - To Date: Mailings Out; Video & Scripted Comments at all masses; materials on the web page, very positive feedback
 - Upcoming: Broadcast reminder email from Fr. Tony w/Video; Annual Report in Bulletin, Commitment Sunday; Data Entry & Follow Up Plan
 - Consider for future renewals:
 - Print on a less shiny stock so it is easier to write on;
 - Consider a tear off or other option that allows participants to keep a record of their prayer commitment;
- Stewardship Goals and Objectives
 - Three main active subcommittees: New Parishioner, Youth formation, unlock your gifts
 - Tonight's main goals:
 - Review each strategic objective and the sub-committees fitting within each and the "how"
 - Do we have anything to add, specifically to #2 and #4?
 - Consider if planned giving should be placed under one of these objectives?
 - Sub Groups spent time together updating their goals and objectives;
 - See notes on the Strategic Plan Objectives Worksheet
- Committee Says Thank You
 - Longstanding goal of this committee is to find a way to say thank you to a group or an employee within the parish
 - Previous years:
 - Cards with food/beverage tickets at the Parish Picnic
 - "Seasoning of the Season" small jar of Penzey's Cinnamon with an appreciative note
 - Lindsey & Charlotte offered to take lead of this project for the coming year

Sub-Committee Reports

- Goals to add to the parish strategic worksheet – Ben added directly to the spreadsheet.

Next Steps:

- Reflection Leader for next meeting – all months other than January have been taken
- January Common Leadership Sign Up Completed

St. Anthony on the Lake
Lifelong Faith Formation Committee
Minutes – November 12, 2018

Committee Members Present – Mark Reel, Laura Smyczek, Suzi Ellington, Ann Fons, Jack Blankenheim, Julie Goyette, Jenifer Hilander, Jenny Knoke, Terri Mahoney-Ogden (PC Liaison), Robin Hicks, Maggie Sonnemann, Kathie Amidei, Stacie Payne, Mendy Lanham (PC Representative).

Reflection

Robin lead us in a reflection on casting our cares to God, Our Father. The “casting our cares” challenge is to listen to “Cast My Cares” by Finding Favor, 2015.

Upcoming Reflection will be facilitated as follows: December – no meeting, January 14 – Jenifer Hilander, February 11 – Jack Blankenheim, March 11 – Laura Smyczek, April 8 – Mark Reel, May 13 – Suzi Ellington, June 10 – Sarita D’Souza

The minutes were approved.

Active Business

Review Pastoral Council-Strategic Plan & Committee 2018-19 Goals.

Continue the process to evaluate current ministry models.

Our 2018-2019 Goals:

- A. Enhance Children’s Liturgy of the Word: Strengthen leadership team and evaluate the feasibility of expanding for older children.
- B. Collaborate with Queen of Apostles to continue to offer Alpha and add post-Alpha experiences, with a goal to also draw in millennials.
- C. Establish processes to evaluate current ministry models (listening sessions, surveys, etc.) to determine what parishioners consider is critical in each age group. Embrace a learner’s stance

to discern what is effective and faithful. To this end, the committee will engage in an *ongoing* process of dialogue and inquiry about how best to support the LFF staff's desire to explore models of ministry that address the needs of parishioners from a developmental lens, thereby continually growing in our ability to provide opportunities that draw each parishioner and our community closer to God.

- D. Evaluate communication modes, utilizing the most effective methods to communicate with current ministry participants about their programs, and to reach new participants.

We discussed operationalizing Goal C to clarify the lens through which the committee will "evaluate models." We processed two prongs of evaluation. One approach involves obtaining feedback from participants with regard to their impression of the faith formation experience/service/education attended. The feedback is specific to the content and process of a particular lifelong faith formation activity. Exit surveys and verbal feedback about the experience would be examples of this type of product-oriented evaluation.

A second form of evaluation (more process/big picture oriented in nature) would explore, as Kathie described, the "models" or "methodologies" of faith formation currently being used (what we are currently doing, how the activity draws parishioners at different life stages to a deeper relationship with God) but also considers what the needs of parishioners are, what the developmental tasks of faith formation look like across the lifespan, and explores different methodologies for structuring activities and experiences that speak to the spiritual needs and longings of the parish. One example would be to take a stage of life as it relates to faith formation (e.g. birth of first child) and explore the needs/desires engendered within it (e.g. What are families needing alongside Baptism to grow closer to God? What methodologies exist to address these longings?).

Clarification of the language of Goal C to reflect the intention of "evaluation" will continue. For now, the goal will be submitted to the parish council with the addition of the following (as indicated above): "To this end, the committee will engage in an *ongoing* process of dialogue and inquiry about how best to support the LFF staff's desire to explore models of ministry that address the needs of parishioners from a developmental lens, thereby continually growing in our ability to provide opportunities that draw each parishioner and our community closer to God."

As a starting point, the committee began this process by listing the various faith formation opportunities currently offered by developmental stage. At our January meeting, we will continue to dialogue about stage-specific developmental tasks related to faith formation. Briefly, we noted those ministries that currently gather a form of data from attendees.

Early Childhood

- Guardians and Angels

- Molly Ministry (a survey has been used to determine goals and directions for formation)
- Mom's Night Out
- Mom's Group (paper-and-pencil exit survey)
- Children's Liturgy of the Word
- Baptism Preparation (verbal feedback has been acquired; a listening session may be a good idea with this group; the emphasis has been on follow-up)
- La Petite (paper-and-pencil exit survey)
- First Communion
- First Reconciliation (paper-and-pencil exit survey)
- Childcare during Mass

Middle Childhood

- Middle-in-the-Middle
- Summer Outreach (historically, the kids completed a paper-and-pencil exit survey)
- 7th and 8th grade retreat

High School

- High School Mission Trips
- SPARK
- NCYC
- Wednesday Night Confirmation Sessions
- Service Requirements
- Retreats
- Living Stations of the Cross
- CYM – basketball

Adult

- Alpha
- Bible Study
- Marriage Enrichment (Date Your Mate; Couple Checkup; Trivia)
- Women's Ministry
- Men's Ministry
- Sticky Faith
- Divorce Care Series

Parish-Wide

- Family Program (paper-and-pencil exit survey)
- Faith Works (service reflections/written evaluations typically tied to Parish Mission service project or Family Program)
- Catechist Formation
- Gala Auction

Communication Surveys

- A communication plan for faith formation that fits the broader communication ecosystem of the parish is being developed. The staff is collaborating with Ben to ensure our communications compliment the efforts of other committees.

Reports

Pastoral Council –

Athletics

Basketball is underway. There is particular need for 5th and 6th graders.

FF Program Report – see the written report.

A few highlights:

Mission trips: The sophomore trip is full. Junior trip is open. The senior group is small because of scheduling conflicts; a minimum of 10 has been set (collaboration with Queen of Apostles). Freshman are being encouraged to attend Reach Out Reach In (RORI) (an arch diocese summer mission trip).

Lucky in Love: An Evening for Couples – Saturday, March 16th 6:00-8:30.

Game Night with Hope Street Ministry had to be cancelled due to lack of sign-up.

Fall clean-up had to be cancelled due to poor weather.

Faithworks opened a dialogue regarding strategies for improving participation.

Upcoming Dates:

Next meeting: January 14th at 6:30 p.m. Jenifer will lead our reflection.

LFF will lead the common council opening prayer at the May 2019 meeting.

Submitted by Jenifer Hilander

Human Concerns Committee

November 12, 2018

Present: Christine Baar, Kate Burke, Susan Dowd, Clare Dundon, Janet Edwards, Debbie Klimko, Barb Krumrai, Kathy Libert, Brian Milam (Pastoral Council), Marianne Miller, Jackie Timm, Kathy Waters, JoAnn Weidmann

Standing Items	Responsible Person	Update
Approval of meeting minutes	Everyone	October meeting minutes approved
Next Meeting Date	Everyone	Next meeting is Monday January 14 th at 6:30pm
Ministry / Subcommittee	Responsible Person	Update
Goal Review	Debbie	<ul style="list-style-type: none"> • 2018 Goals: <ol style="list-style-type: none"> 1) Partners in Mercy: identify current / new Human Concerns committee members who can act as liaisons to ensure regular updates are provided to the committee by 1/31/2019 2) Partners in Mercy: design a bi-annual review process by 4/30/2018 3) Social Justice Opportunities: identify new organization, education & volunteer opportunities annually 4) Young at Heart: identify ways to make group appeal to a broader audience by 3/31/2019 5) HC Committee: identify ministries who will be seeing a change in leadership over the next 1 to 3 years by 2/28/2019. Recruit and train members who would be willing to step into these roles on an ongoing basis. • Goals provided to Pastoral Council.
Partners in Mercy Review	Debbie / Jackie	<ul style="list-style-type: none"> • Subcommittee met on 10/25 & 10/29; Kate, Janet, Kathy W., Barb, Jackie, Debbie • Jackie explained the matrix she created for scoring Partners in Mercy in three major areas: 1) strategic fit, 2) financial responsibility and 3) non-financial viability. • <u>Strategic fit assessment</u>– how many of 7 Principles of Catholic Social Teaching are addressed by organization; how many of corporal acts of mercy are addressed by organization; alignment with St. Anthony’s mission statement; partner’s in mercy vision / clear, realistic goals • <u>Financial responsibility assessment</u>: annual report or financial summary

		<ul style="list-style-type: none"> • <u>Non-financial viability assessment</u>: leadership within organization; clear base of volunteers to handle requirements; degree of HC committee representation; degree of parishioner engagement; clear need and ability to address need. • Scoring for each sub-category is 1, 3 or 5 with 5 being the greatest alignment • Non-financial viability is where the greatest differentiation was seen in the scoring. (Family Promise and Common Ground) • Ranked as follows: MacCanon Brown Homeless Sanctuary (50), St. Hyacinths Food Pantry (48), Santisimo Sacramento – Peru (46), St. Vincent de Paul (46), Common Ground (46), Family Promise (36) • Sub-committee will meet again to identify next steps / expectations to communicate to organizations selected as Partner in Mercy, Ex. annual financial report, coming to HC committee meeting to provide update. How to address lack of communication / updates from certain organizations. Process to follow if concerns about continuing to support organization.
Outreach Budget	Debbie	<ul style="list-style-type: none"> • Outreach budget is \$15K <ul style="list-style-type: none"> • St. Hyacinth's Food Pantry \$3,600 (personal hygiene items) (\$300 check sent monthly) • MacCanon Brown Homeless Sanctuary \$2,000 (operating budget) • Open Door Café \$1,200 • Pewaukee Food Pantry \$1,200 • Family Promise \$1,000 • Common Ground \$1,000 (dues; will give update in Jan. may donate additional amount) • ERAs Network (formerly Interfaith Senior Program; http://www.eraswaukesha.org/) \$500 • St. Joes Medical Center \$500 • Earth Ministry \$250 • Healing Hearts \$150 • Total Budget = \$15,000; Total Allocated = \$11,400; Held in reserve= \$3,600
St. Hyacinth Food Pantry	Kathy W.	<ul style="list-style-type: none"> • Transitioning to new zip code service area. One zip code moved to a different food pantry and St. Hyacinths picked up one new zip code. • 69 new households; total of 571 households served in October
Earth Ministry	Kate	<ul style="list-style-type: none"> • St. Anthony school will begin recycling in the cafeteria after Thanksgiving • Waukesha County Green Team – networking about care for creation with other congregations
Health Ministry	Kathy L.	<ul style="list-style-type: none"> • Kris Bachman will be taking over BP readings on donut Sundays • Blood Drive will be held Saturday December 29 from 9am to 1pm

Giving Tree	Clare	<ul style="list-style-type: none"> • Tree will be up Dec. 5 with items due back weekend of Dec. 15 • Sorting of items 8am Monday Dec. 17; deliver to agencies Dec. 17 / 18
Pewaukee Interfaith	Clare	<ul style="list-style-type: none"> • This agency supports Pewaukee Food Pantry • Looking to revamp; have job descriptions for coordinators • Meetings are held on 1st Monday of the month at Kirkland Crossing (Hwy 16 & Ryan Road) at 7pm & runs for one hour.
Social Justice Book Club	JoAnn	<ul style="list-style-type: none"> • Group has decided not to pursue obtaining space at St. Anthony to hold book club meetings as they want the flexibility to select their own books without the prerequisite of obtaining prior approval from the parish
2018-2019 Meeting Dates		Feb. 11, Mar. 11, Apr. 8, May 13, Jun. 10

Prayer and Worship Committee

Present: Kate Spitz, Laurie Polkas, Patricia Ashley, Jim Guidinger, Linda Janecke, Teresa Karolek, Esme Kosier, Warren Kosider, Bob Loth (PC liaison), Jamee Stanley, Dave Lechtenberg, Joe Nutt, Kay Laradinois

Absent: Barb Hansen, Linda Bolger, Pat Mahoney, Bonnie Colopy, Craig Colopy, Paul Daniel, Scott Kunkel, Peggy Ziegler

Approve October Minutes: Approved

Update from Parish Council

- Ongoing discussion on combining all fundraising efforts into one fundraiser
- Capital Campaign – extend one year to be able to pay it off
- Committee goals finalized

Update on Prayer Service and Discussion of Clergy Abuse Issues

- Was well attended and everyone was heard

Ministry Scheduler Pro (MSP) Demo and Discussion

- Watched a video demo showing how it can work and scope of what it can do
- With 400 volunteers it would cost @ \$600 up front fee plus \$59/mo.
- This seems to be what wants to happen and is the way of the future
- Administrator is the key
- Puts more responsibility on the volunteer/minister
- Everyone can use it ... Family Program, cantors, lectors, EM, ushers, Cross bearers, bible studies, etc.
- There was a question that even though MSP has been going for over 10 years, it does not look professional enough

- Discussed issues of volunteers/ministers that do not have internet

LPI

- LPI publishes our worship aids and bulletin
- They are launching a competitive product to MSP
- As we get a kick back from LPI, it may financially be a good idea to go with them
- In the near future we are leaving our PDS Data System and going to an LPI system
- Drawback would be that it is new and all the kinks are may need to be worked out

Goals

- A group has been formed to hire a new director of music and/or Liturgy - check
- Simplify and improve liturgical ministry scheduling – check
- Strengthen understaffed ministries
- Explore opportunities to evangelize our faith – “Bring a friend to Mass” Dec. 9th Second Sunday of Advent – Laurie will add this to the calendar that will be inserted in the bulletin
- Provide parishioners with formation – “What’s This?” bulletin small articles that we can borrow and use in our bulletin from St. John Vianny
- Explore ways to to collaborate with neighboring parishes

Advent

- Two booklets ... Stewardship and Mary
- Worship Aid - Living the Covenant with Mary birthing the Light (Jesus)
- “Pause in the Darkness and Listen to the Light” will be put on the wall under the three illuminated windows using wall safe vinyl lettering
- Looking to illuminate from within the Manger, the Ambo, Presiders chair, congregation

Needs

- Need EM for the 6:30 pm Mass the evening before Thanksgiving Day
- Sign up sheets for Christmas Masses ... putout first Sunday of Advent Dec. 1/2 or the weekend after Thanksgiving
- Need people to sign up to be Advent Wreath Lights and Gift Bearers. Ask the St. Coletta’s people for one of the Masses.

School Committee Minutes

Monday November 12, 2018 – 6:30 pm – Fellowship Hall

Present: Susan Goggins, Florence Prospero, Ellen Knippel, Rachel O’Connor,
Fred Miller, Jacki Wendorf, Justin Staebler, Lindsay
Schweikert, Jen Packee, Tony Wendorf, Gary Oberfoell

Absent: Pete Yaeger, Fred Miller, Angie Stemo, Dan Hogan

Teacher Rep: Terri Hawkins (2nd Grade Teacher)

Reviewed and finalized School Committee goals as a committee – started to implement them. Submitting to Parish Council.

Jen is working on gifts for new school families. They are signs that say “Blessed” and are due to be given out right before Christmas.

Rachel is going to be passing out the 2nd student survey in January – will coincide with MAP testing.

Lindsay discussed the first draft of the behavior policy. She would like the School Committee members to review and look at this draft and give feedback. Working towards having final draft of behavior policy and school handbook by the State of the School in the spring.

Reviewed the Hot Summer Slice Financial Results for 2018 versus what they were for 2017, and other years in the past. The trend has been downward in terms of attendance and inflow of cash.

New preschool (ages 2 – 5) playground equipment was ordered on 10/30/2018. We saved \$7,000 with a grant from the Playground Equipment Company. Requested to be installed over Easter break, when hopefully the ground is fully thawed.

Principal Update by Ellen – Archdiocese has said that by the Fall of 2019 all schools must be using Standard Based Grading. We are ahead of the curve as we are in our third year of it.

**Respectfully Submitted,
Florence Prospero, School Committee Secretary**

