

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

The meeting began at 6:30 PM with Standing Committee and Pastoral Council members in attendance.

Opening Prayer was led by the School Committee.

Joe Schroeder called the meeting to order and welcomed the group. Father Tony then provided several updates and announcements. Father Tony welcomed guest Fred Stolz from The James Company.

Father Tony thanked everyone who participated in the Gala. He also noted that Catholic Schools Week was a great success and the St. Anthony's School Open House went very well.

Father Tony provided an update of the Archdiocese of Milwaukee 2020 Plan for priests and parishes noting that the plan is already 80% in place. There are 195 parishes in the Archdiocese. 133 of the 195 parishes are currently sharing a pastor. In 2020 there will be 26 free-standing parishes and St. Anthony on the Lake has been named as one of those. Free-standing parishes do not share their pastor with another parish.

Father Tony asked for prayers for parishioners who have recently died or lost loved ones. Joe Schroeder provided an update on Covenant planning and reminded the group that each committee will take 15-20 minutes to discuss the topic in their meetings tonight. Joe also thanked all who participated in the Covenant Listening Sessions in January. He asked that the committees please capture the discussion points and email them along with the other notes from the meetings to Patty. The group was asked to return back to the church by 8:15 PM.

The Standing Committees' minutes for 2/12 are as follows:

PRAYER & WORSHIP COMMITTEE MINUTES

Present    Brian Felsmann   Laurie Polkus   Barb Hansen   Paul Daniel   Jeff Ellington   Jim Guidinger   Linda Janecke   Esmey Kosier   Warren Kosier   Pat Mahoney   Joe Schroeder   Kate Spitz   Jamee Stanley   Peggy Ziegler  
Absent    Patricia Ashley   Teresa Karolek   Scott Kunkel   Dave Lechtenberg   Joe Nutt

Minutes from January 2018 – Approved.

**Discussion on Parishioner Covenant Listening Sessions – The committee spent the allotted time in discussion of the draft of the summary of the Covenant Listening Sessions. Joe Schroeder and Jeff Ellington summarized the process and explained that the points listed were not necessarily weaknesses or needs but expectations of the ministry. “What surprised you?” consisted of discussion that many points from listening sessions were ideas that St. Anthony's is already doing. “What's missing?” – we could always do things better, building on our strengths of message/music/homily in our liturgies. “How would these statements**

**influence the ministry of the Standing Committee?” -The committee members spent time pointing out items that could be addressed: another Teaching Mass this time at 5p.m. and 10:45 a.m. Masses or using the Bible Study model offer a four-part learning opportunity; investigate better ways to use technology as a way to connect with millennials; scrolling announcements before Mass instead of reading announcements; and what happens after Alpha? Is there something to continue the personal growth and connections formed in Alpha? Coffee and the Gospel? Communication challenge: there are activities that this parish does that people don’t know about. Food for thought.**

Report about Altar Servers – Scott Kunkel being absent, this topic is postponed to the next meeting. In the meantime, Laurie Polkus will speak with Barb Knepper about getting out a letter inviting the fifth to eighth graders to become altar servers.

Planning for Holy Week/Easter- Since Fr. Tony Zimmer has been out, Laurie requested the discussion about Holy Week and Easter was premature and requested that it be postponed to the next meeting. She did discuss Stations of the Cross on Friday evenings at 6:00 p.m. Several committee members have already volunteered to lead the stations. Laurie solicited members to fill the openings. After the meeting, Laurie conducted an orientation for those leading the Stations. For Ash Wednesday, the teachers will distribute ashes at the morning Liturgy and the Extraordinary Ministers of the Eucharist will distribute at the evening Liturgy. Lenten books have arrived and are displayed in the narthex.

Year-End Report to Parish Council – Due February 26. Brian Felsmann asked that any ministry leaders that have not sent their summaries to him, do so no later than February 16.

#### Ministry Reports

Art and Environment – Jamee Stanley and Peggy Ziegler said that the Lenten display will include a beautiful metal-embossed “Holy Bible” and incorporate the use of scrolls. For Mission “All Is Holy”, they will use hands, shell, and wheat.

Eucharistic Adoration – The schedule will stay the same during the coming season. Brian Felsmann expressed appreciation for the outside entrance to the Adoration Chapel being cleared.

Any Additional Business – None.

Next Meeting - March 12, 2018 @ 6:30 p.m. in church. Prayer and Worship Committee will lead the opening/closing prayer. We will use an abbreviated Vesper Service.

Next Agenda Items – Plans for Holy Week, Easter. Report about Altar Servers. Discernment of co-chair.

Submitted by Barb Hansen

## SCHOOL COMMITTEE MINUTES

Teachers present: Arndt & Hawkins

School Update:

Theme of March-Generosity

Collection of hygiene products for St. Ben's and will be packing bags in March.

Second Harvest peanut butter and jelly challenge coming soon!

Enrollment for next year: 201 registered; budgeting for 220

Meeting planned with parents of current 5th graders for planning of next year (small class)

Aides in 1st and 2nd grade?

Finance update: Budget was completed last month

Participation and Membership update:

Hire someone for recess duty instead of paying \$10 stipend so there is always coverage

Idea: At open house large calendar to sign-up for volunteer duties. If you don't sign-up, you will get a slip of paper with your assignment. Flo organizing an excel spreadsheet of how many days each family would need to participate in.

Marketing update: Open House

Overall a great turnout!

The 3k, 4k, 5k saw many families come through (waiting lists in 3k and 4K)

Sunday after mass was slow. How can we showcase the school to the parish?

Marketing continues to seek guidance on strategies for recruitment.

Mission update: Fred in continuing to research adult service project/evening out

Policy update: new policy was attached to all handbooks at open house.

Miscellaneous:

Interest in beginning Spanish in younger grades

Parent concerns about religion class and Arch requirements

Submitted by Jacqueline Wendorf

## LIFELONG FAITH FORMATION COMMITTEE MINUTES

Committee Members Present – Mary Maddocks, Ann Fons, Kathie Amidei, Debbie Kusch, Julie Goyette, Stacie Payne, Jenifer Hilander, Sarita D’Souza, Cindi Petre, Tony Wendorf (PC visitor) joined for a portion of the meeting.

### **Reflection**

Sarita lead us in a reflection on a chapter from Matthew Kelly’s book, Resisting Happiness, on the topic Get Busy Living. Volunteers to lead our reflection are: March 12- Jack; April 9-Brian; May 14-Mark; June 11-Robin.

The minutes were approved.

### **Active Business**

#### **The faith formation goals were reviewed.**

Reflecting on Alpha, the committee discussed the significance of Alpha as an experience that is worthwhile to go through more than once. Each time, participants attend to something new and the small group brings about new insights. Promoting Alpha via word of mouth/personal invitation is effective and an ongoing goal.

#### **Parish Listening Sessions**

The committee reviewed a summary of the findings from the parish listening sessions including a) surprises; b) what comments we may have expected (but don’t see) among parishioners (i.e. what’s “missing;”) c) implications for LFF. With regard to the question, “In what ways do you expect your parish to help you commit to lifelong faith formation?” there was agreement that *communication* (form, method of delivery, etc.) about what faith formation opportunities are available to parishioners is complex and discussion about how best to do that needs to be ongoing. Reflecting on the question, “In what ways can you help your parish be a source of lifelong faith formation?” the committee wondered if parishioners recognize how *their attendance* at program offerings makes our faith formation community strong.

#### **Continued Dialogue for Pastoral Council Report**

Ann distributed a summary of the year’s LFF accomplishments generated from our previous meeting. Prior to the March meeting, committee members will add to this list as well as contribute their perceptions of problems/challenges and goals. This homework/action item will be emailed to committee members by week’s end.

Gala Fundraiser – The gala was a tremendous success. 304 people attended matching the 2016 total. The financial data from the evening is being calculated and will be presented at a subsequent meeting.

### **Reports**

Pastoral Council – With time waning, Tony shared data that while Mass attendance has been down, “involvement/participation” is up.

## FF Program Report

Members summarized a few upcoming offerings to share at closing. See LFF report.

## Upcoming Dates:

*Next meeting:* March 12th at 6:30 p.m.

*Report to the Pastoral Council:* April 23<sup>rd</sup>

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

Submitted by Jenifer Hilander

## STEWARDSHIP COMMITTEE MINUTES

**In Attendance: Mendy L., Ben B., Natalie K., Lindsey M., Ed G., Julie C., Charlotte C., John S., Father Tony, Art S., Fred S. (The James Company), Cheryl**

### **Everyday Stewardship Reflection:**

- Page 150-151 (Ash Wednesday)
  - Examples of being a follower; examples of being scared to share your faith
- Charlotte and Lindsey (members of the Stewardship Committee) both expecting a new addition to their family at the end of July

### **Parish Financial Current State and Debt Reduction – Grow In Your Heart Campaign:**

- Overview from Father Tony:
  - Building project started from scratch when Father Tony Arrived
    - What are we building for? What is the 5 year strategic plan? What facilities do we need to build to support our vision?
    - Strategic plan
    - Demographic study
    - Growth patterns
    - Listening sessions
    - Feasability study completed
      - We could afford x amount of dollars to build these facilities
    - Capitol Campaign

- Renderings, listening sessions, putting out information to the parish
    - Campaign was extremely successful (goal was 3 million and came in just underneath that)
      - Arch diocese has to approve every single step
        - Extremely complimentary
        - Needed to have half in cash
  - o Fundraising: 3 phases for goal \$10 million
    - 1 phase 6.4 million
    - 2 phase (hoped for debt elimination) fell short of goals
      - 1.3 million in debt right now
      - 1.5 years into the debt elimination campaign
      - Currently paying \$54k in interest per year
  - o Capital Campaign Committee came back together
  - o Coming to Stewardship for review
  - o Ultimately will put together a plan to be approved by the finance council
- Notes from Fred:
  - o 6.4 million project
    - 1 million savings was used
    - Raised 3 million
    - Borrowed 2.4 million
    - Currently at 1.3 million
      - (if current pledges play out that is another \$250k)
  - o Extreme generosity has us here today even allowing us to talk about debt elimination by the end of 2019
  - o A few options:
    - 1- allow current campaign to complete (end of April 2019)

- Once complete - debt will be just under \$1 million
  - Debt elimination was an aggressive goal
- 2- accelerate the process. Embrace the stewardship appeal (in fall) to not only request renew annual commitment but couple to get parish to finish line for debt retirement.
- o Committee deliberating on which decision/options still at this point
- o March 17 - 18<sup>th</sup>:
  - Campaign Committee wanted to get in front of parishioners to provide an update/promote the energy level behind the campaign. Education effort
  - Committee is mapping out a game plan for what that looks like:
    - Bulletin, announcement, mailing - still to be determined
- o Fall Annual Stewardship:
  - Other parishes have had good success combining to have a secondary appeal
    - We want to have a good understanding of how this might impact giving
    - Previous appeals this way show that regular giving should not be impacted
  - Strong message that regular giving is the first priority
    - Whatever they give to debt reduction is over and above this
    - Prior two campaigns we have always communicated this message
  - During the Fall Annual Stewardship, ask everyone to prayerfully consider....
    - Renewing their Annual Stewardship commitment in support of the parish ministries:
      - o This remains their first priority giving.
      - o Prayerfully consider increasing their regular giving to keep pace with inflation.
- o Pledging towards the final push to retire the parish building project debt...

- Restate the original goal of retiring the debt in 2019 (but give the parish until year-end to do so).
  - To energize the parish community, strive to announce a current loan balance under \$1M. (Fred's recommendation)
    - The \$1.3M loan balance will drop the next 8 months as a result of campaign receipts.
    - Fr. Tony will need to approach some households over the spring/summer to help out by providing lump-sum gifts that will bring the balance under \$1M by fall.
  - Messaging:
    - Have you been supporting the current GIYH campaign? Please consider a 75% match of your prior campaign gift to help us get to the finish line by the end of 2019.
    - Or if you have not given to the GIYH campaign, consider a gift equal to 50% of you annual regular giving to help us get to the finish line by the end of 2019.
    - KEY: All giving to the GIYH campaign needs to be over-and-above your regular giving.
  - Any uncompleted pledge from the current GIYH Campaign is erased in favor of your new fall pledge in support of debt retirement.
- o Notes from Cheryl:
- Deliberate decision not to add a third envelope to parishioners
    - Eliminated building/operating envelope to prevent donor fatigue
  - Key statistics
    - 1<sup>st</sup> campaign 931 families contributed
    - 2<sup>nd</sup> campaign 664 families contributed
    - 1300 families who are not contributing to the campaign
    - 250 new families have joined St. Anthony's since the initial campaign
    - June 2019; gap of about \$1 million

- Recommending strategy of elongating campaign 2 vs. doing another large campaign
- o Feedback from Committee:
  - Ask those that are contributing on a monthly basis to simply continue
  - New strategic 5 year plan there is no building projects
    - There is a 5 year facility upgrade/maintenance
    - What are the capital expenses for the next 5 year plan?
      - o The goal is to get back to the green envelopes for building/operating costs
  - This committee is about teaching our community about stewardship (whole life stewardship) formation:
    - Downward slide in annual campaign; goal in Annual Campaign should be 100%
    - Caution light of burden of debt reduction to that existing campaign
    - When you make an annual appeal there are a certain number of people who say - "an ask of everyone is not an ask of me" - a part of our goal needs to be to figure out who those people are.
    - Agrees we need to get under \$1mil before we go back to the parish
  - Everyone agrees in getting the debt gone
  - Transparency is huge - why we are where we are, formulating a call to action, why there is a sense of urgency (getting to the heart). We have to take care of the how
  - Did we under fundraise or did we over build? The vision, the project, the generosity is a huge success. The fact that there is still debt, is not a result of any short comings or an indication of anything gone wrong.
  - How do we talk to the people that thought it was a 3 year commitment and now it's going longer?
  - How can we teach about tithing? Educating people about giving from the top; not what is left at the end
  - Not doing anything is not an option

- Ensure there is an extra touch point on the 1300 not contributing yet
  - \$10 a week x 1300 families = \$624k a year
- Statistics across churches (not specific to SAOL) - 1/3 of the people registered in the parish don't give
- Annual giving has increased; how to we engage the new families
  - Charlotte - we don't even know what the debt is for?
  - Young families trying to control their own debt; living paycheck to paycheck
  - We need to educate
- How can we leverage the 100<sup>th</sup> year celebration?
  - Could we build around that?
- Timing:
  - When is the appropriate time to ask for an extension on the pledge?
  - How can we make this less complicated and what is the timing around this?
    - A confused donor does not give
  - Needs to be a wide enough window.
- Annual Campaign
  - 100% participation from 65% is the goal
  - Any tactic that we put in place that would fly in the face of that is a concern
  - Understanding messaging to not hear complexity
- Any experience in getting major donors to pay for specific items in the operating budget?
  - Father Tony- never heard of this in a parish setting; concerned if its specific salaries not sure how that aligns with stewardship
    - They do this at Marquette
- If we didn't combine in November is there another good time:

- Pledge effort in the spring
- Summary:
  - Need for debt reduction
  - Timing is a concern
  - Messaging important
  - Transparency
  - Education/Formation
    - Context of history of all of it
  - Celebrate the wins to work it down

**Parish Covenant Listening Session Input:**

- Provide feedback over email due to timeline of the evening

**Next Steps:**

- Next Meeting Agenda Items
  - Send additional feedback to Cheryl via email by Thursday
  - Send covenant feedback to Mendy via email in one week

**HUMAN CONCERNS COMMITTEE MINUTES**

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

Guests: Bonnie Colopy, Craig Colopy

Approval of meeting minutes: January meeting minutes approved.

Annual Report: Provide ministry report by April meeting so that information can be compiled for May annual report. Pictures should be sent to Debbie.

Inner City Church Proposal: Joann will contact parishes (i.e., St. John Vianney) that currently have relationship with inner city Catholic parish (Ex. Prince of Peace) to find out what they are doing. Bring back to March meeting for further discussion. If decide to proceed, will need to put together proposal and present to Pastoral Council. Will need to re-assess Partners in Mercy organizations. Entire process could take 6 months to 1 year if committee decides to move forward.

Pewaukee Interfaith: Pewaukee Dementia Friendly Community Initiative – to enable those with dementia to live as independently as possible. Thu. May 17<sup>th</sup> at St. Anthony - former Governor Schreiber will give talk at 5pm (his wife had Alzheimers; author of “My Two Elaines”). Setup will be at 2:30pm; will have tables with resources available for caregivers until 7pm. Need committee members to help that day.

MacCanon Brown Homeless Sanctuary: Construction has begun on first floor of new building. MSOE has completed aquaponics system. On Tuesdays, has Open Door Ministry where clothing is handed out and bag lunches are provided.

Potential New Members for Committee: Committee members asked to invite one person to an upcoming meeting.

St. Vincent de Paul: Need to contact people who expressed interest in volunteering about new process for signing up via Sign-Up Genius.

St. Hyacinth Food Pantry: Looking into purchasing security cameras with \$250 that HC Committee donated. 84 new households served in January. Total of 751 households served (up from 718 in December).

Earth Ministry: Sign-Up Genius link updated and people already signing up to work in garden. Display weekend of April 21 & 22 for Earth Day to provide energy saving tips.

Health Ministry: Blood pressures taken yesterday at Donut Sunday. AED supplies re-ordered.

Family Promise: Support parish week of February 18 to 25 and in need of overnight sleepers. Contact Terri Mahoney Ogden for training.

Partners in Mercy Weekend: April 21 & 22: Family Promise will be highlighted; director David Tennyck will be at all masses. Need committee members to help after mass in gathering space. Mike Previte working on video that could be shown during Partners in Mercy weekend.

Submitted by Janet Edwards

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

The meeting concluded at 8:35 PM with Closing Prayer led by Father Tony.

Respectfully submitted,  
Patty Meehan-Swan, Pastoral Council Secretary

Next Common Leadership Meeting: Monday, March 12 at 6:30 PM

The meeting will begin with 6:30 Vespers in the church.