

**St. Anthony on the Lake
Common Leadership Meeting Minutes
May 8, 2017**

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

Opening Prayer was led by the Stewardship Committee.

Bob Bluhm, Pastoral Council Chair, welcomed the group. He noted that recently 63 youth from our parish had received their first Holy Communion and that 88 high school students had been confirmed. He acknowledged the hard work of so many who contributed to these beautiful celebrations.

Bob introduced Deacon Dennis Petrie. Deacon Dennis invited the group to the May 17th Common Ground Listening Session. He described that Common Ground works for social justice and the listening session will be a great opportunity for the St. Anthony's community to deepen our involvement.

Deacon Dennis also reminded Common Leadership about the Deacon Talk sessions that will take place on May 21st after the 7:30 and 9:00 masses. The goal of the sessions will be to share some basic information about the diaconate and, most importantly, to answer questions people may have about deacons. Please join Deacon Mike Finley and Deacon Dennis Petrie on the 21st!

Bob Bluhm welcomed candidates for Pastoral Council and Standing Committees who were in attendance and provided instruction for connecting with individual committees for the next part of the meeting. The group was dismissed with a reminder to return by 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 Patricia Ashley
Paul Daniel Jim Guidinger Esmey Kosier Warren Kosier Joe Nutt
Linda Janecke Cheryl Oliva

Guest Kate Spitz

Absent Teresa Karolek Dave Lechtenberg

Minutes from April 2017 – Approved.

Introduction of Nominees and Committee Members – Kate Spitz attended the meeting as a nominee to the Prayer & Worship Committee. Members introduced themselves and told about what brought them to the Committee.

Inform Nominees about Purpose and Goals of Prayer and Worship Committee – A goal for next year is to have a "Ministry Night" where members of all the ministries would gather together and then have an opportunity for breakout sessions. Laurie Polkus reported that the training with the Extraordinary Ministers of the Eucharist worked well. She plans a similar process with Lectors in the coming year. Webinars also seemed to work and Laurie plans to look into offerings for next year, as well as incorporating them in group training experiences.

Liturgy Evaluations for Holy Week and Easter – Art & Environment did a super job. The Good Friday reading could use a bit of mic tweaking. All in all, the liturgies were moving, spiritual, spectacular, inspiring. There was something special for each liturgy. There were 13 additional musicians spread throughout the Masses.

Other New Business – Leaders continue to update their contact lists in preparation for “Time and Talent Sunday” held on Pentecost June 4. The hope is to fill out the ranks of the participants.

- As summertime approaches, leaders also need to remind their members to get subs if they are unable to do their assigned duties.

- Warren Kosier brought up an idea to hold holiday liturgies, where there are huge crowds in attendance, at an offsite large venue. Logistics seem daunting. Something to think about?

Ministry Reports:

Eucharistic Adoration – The committee will be recruiting members on Corpus Christi Sunday weekend. Brian Felsmann has again asked Fr. Tony and Fr. Yonkey to speak on Eucharistic Adoration. This is also the weekend of the Festival.

The committee agreed that all ministry committee leaders should make every effort to attend the next Prayer & Worship Committee meeting for an end-of-year reporting. Everyone getting together is good.

Prayer and Worship Calendar – June 12 meeting; no meeting in July, back in August

Next Meeting: June 12, 2017 (6:30 p.m. in church)

Next Agenda Items – All ministry end-of-year reporting. Discernment of new members.

SCHOOL COMMITTEE MINUTES

Attendees: Tracy Tarwacki, Flo Prospero, Mary Dahl, Ellen Knippel, Angie Flanagan, Gary Oberfoell, Kate Mitts, Melanie Sobatka, Bob Bluhm, Laurie Utter

1- We had several candidates for discernment attend this meeting to get a feel for school committee. Those who attended are: Pete Yeager, Mary Petre, Fred Miller, Jacki Wendorf & Shane Connor. School committee discernment will be held Tuesday May 30th at 6:30pm.

2- State of the School review-

We again held 2 listening sessions with both being well attended. A PowerPoint slide show was a nice aid & available to those who could not attend. Major topic of discussion was our middle school math program. Our current teacher is not returning, so actively looking for a full time teacher for 2017-18 school year.

3- Survey-

Tracy is reviewing old survey & will get it out to families in next 2 weeks. 3k will get an additional short survey re: strength of program as it is new this year.

4- Technology-

Purchase of chrome books for 1-2gr is on hold. More testing needs to be done to make sure they will be compatible with apps we are currently using. If for some reason, we don't purchase the chrome books, we will be keeping current iPads for another year.

5- Summer Tasks-

Tracy gave a list of tasks that need to be completed over the summer. Those are: order mission shirts - need to get sizes in mid-July & order by Aug 1st.

Organize back to school picnic-Wed August 23rd.

Organize calendar raffle for middle school fundraising.

6- Last Day of School

Last day this year is June 2nd. We will have an all school mass followed by donuts & release. Should be wrapped up by 10am.

7- High Interest Day

Our first High Interest Day was Monday May 8th. Very successful! Kids had a great time. Will be doing it again next year. Tracy suggested we add it to the budget as there is some cost.

8- Principle Update

Ellen reported upcoming events...May 17- May Crowning, May 18-Jump Rope for Heart, May 18- Grace Packee advanced to state finals of Modern Woodsman competition. May 23-last Culver's Night, May 24-Passing of the Light, May 25- 8th gr graduation, May 26-Saving Sadie presentation about bullying, May31-hand out athletic & nonacademic awards, June 3-school play.

Ellen also mentioned that Marketing has started filming a new video for next years Open House.

9- Mission

Angie reported that next year they would like to get school kids to do storytime w/parish kids. Trying to organize one last service club to have students write thank you notes to those who helped with High Interest Day. Also, Parish Picnic & Bible Camp is coming up in June.

10- Athletics

Mary Dahl reported that the banquet went well. Track team has new tent. Melissa Riley will be taking over as basketball coordinator next year.

11- Communication

Melanie reported that she will continue to do newsletter & will put 1 out over summer as we get closer to first day of school. She could use some help next year.

12- Parish

Bob Bluhm reported that the Parish is also doing discernment. He suggested candidates be open to where you are being called.

Lastly, we had an open forum for questions from candidates and talked about the discernment process.

LIFELONG FAITH FORMATION COMMITTEE MINUTES

Council Members Present – Jenny Knoke, Debbie Kusch, Kathie Amidei, Laura Smyczek, Jenifer Hilander, Ann Fons, Robin Hicks, Tony Wendorf (PC liaison)
Special Guests Discerning Membership – Bob Bluhm (PC visitor), Mary Maddocks, Hsinju Su, Mark Reed, Jack Blankenheim, David Crosby, Brian Milam, Julie Goyette, Tracy Fox

Visitors discerning LFF and PC membership were welcomed and Ann Fons led a reflection on Hope inspired by Pope Francis' May 6th Ted Talk.

Minutes were approved.

Active Business

Review Faith Formation Goals Presented to Parish Council – The committee reviewed the following 6 goals presented to parish council. These goals will be noted on future committee agenda's:

- Continue to evaluate programs to see how they align with the Faith Formation and Parish Mission Statements.
- Recruit new committee members/membership expansion.
- Continue to expand Children's Liturgy of the Word (CLOW)-consider offering this at another Mass.
- Develop a strategic plan for ministry to young families (those with children in early childhood)
- Explore Alpha as a means to engage families (high school youth, young adults and parents post family program).

Membership Expansion – There are currently 5 members (not including staff) of the LFF committee. Jenifer will clarify the length of their terms and report this information to Cheryl Oliva (PC) per request. There is room for up to 12 full members; all those discerning would be a welcome addition!

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. Bob and Robin agreed to consider the co-chair and will revisit in June. Jenifer agreed to continue as secretary.

LFF Subcommittee Organization

Laura revised the LFF Sub-Committee Member Help Areas which are now more reflective of current areas. She will email this document to the committee along with the committee membership and officer description. Subcommittees (e.g. Gala, Book Read, etc.) were discussed and members will discern where they are called to serve.

Reports

Pastoral Council (Tony W.) – The discernment of new members is in process as is a 5 year strategic plan that will become increasingly more formalized beginning in July 2017.

FF Program (Highlights from the Report) –

- First Communion and Confirmation went very well last week!
- Bible Camp planning is underway. An evening Pentecostal themed celebration will occur on June 13th and camp will take place June 14th-16th.
- The 7th and 8th grade retreat will take place on May 19th.
- First Fruits returns to St. Anthony on May 15th and 16th.
- Cindi is in the process of inviting 10th and 11th graders to NCYC.
- The Family Program design team has been exploring themes for next year. The possibility of a pilot program involving holding “Getting to Know You” gatherings in homes for adults as a way to “make a big program feel smaller” has been discussed.
- There is a need for volunteers to help with all 3 days of Blessings in a Backpack. On May 20th pick-up truck/van help is needed to get food at Sam’s Club and Pick and Save (1:30-3:00 food pick-up) and volunteers are needed at church to set-up stations (3:00-5:00 food organization). We are still in need of about 50 volunteers to pack lunches after 9:00 mass on May 21st. And drivers to deliver the meals to schools the morning of May 22nd are in demand as well. Sign-up can be found on the FaithWorks page.
- Hope Center Clothing Shop: Volunteers are needed to hang clothes on May 20th.
- The Alpha retreat drew more than 100 participants from St. Anthony and Queen of Apostle on 4/29. After this first pilot group has finished in the next 3 weeks, Alpha will be considered as an option for summer college age students and young adults as well as a possibility for family program parents and high school seniors.
- The deadline for athletics registration and early discount for family program registration is June 1st.

Next meeting: June 12, 2017 at 6:30 p.m. Kathie will lead the reflection.
Submitted by Jenifer Hilander

STEWARDSHIP COMMITTEE MINUTES

Attendees: Ben Brzeski, Ed Gaffney, John Stanley, Mary Claire Torinus, Lindsay Mueller, Julie Coughlin, Mendy Lanham and Guest-Charlotte Carlson

History of Stewardship Committee (presented by Mendy):

- February 2015 – Barb from Archdiocese came for a parish survey and discussion. Looked at 7 different areas.
- April 2015 – Barb presented findings
 - o Top 4 Recommendations:
 - Encourage you to reinvigorate stewardship committee
 - Communication Plan
 - Develop a plan for stewardship formation with the pastoral and finance council
 - Review current process for volunteer recruitment
- Then began the discussion of how to tackle.
- Mission Statement created then 8 to 10 months on branding and came to Grateful, Generous and Growing.
- Goal: Increase engagement in Parish Life
 - o What does that look like?
 - Increase in mass attendance
 - Increase in ministry engagement
 - Increase in financial contributions
- Two Sub-Committees:
 - o Formation
 - o Communication
- 5 Year Strategic Plan then put in place and that's what we are working thru
- Attending committee members then introduced themselves

Everyday Stewardship (Committee Formation):

- Page 50 – Discernment
 - o “Take time to reflect”

Parish Updates (Ben):

- Stewardship of Ministries Effort – inviting parishioners to see where God is calling them to serve, discernment, etc.
 - o Renewal Process During Masses on 6/3-6/4 and 6/10-6/11
 - 6/3-6/4: Ben, video clip
 - Looking for committee members to invite parishioners forward during masses on 6/10-6/11
 - Scripted statement
 - Julie – 6/11 at 7:30 AM; Mendy – 6/11 at 9 AM; Mary Claire – 6/11 at 10:45 AM
 - Looking for someone for mass on Saturday
 - Follow Up Process:
 - Data Entry
 - Thank You Call
 - Follow up by ministry: timeline for response is thru summer
 - o Booklet design in process
 - Might be good launch pad for branding/verbiage including theme.

StrengthsFinder Update (Julie):

- Unlock Your Gifts: Discover. Illuminate. Respond.
- Julie shared marketing pieces
- Launching June 27th – 4 week program (week of 4th of July off)
- 90 minute sessions on Tuesday nights

June Festival Appreciation Updates and Card Singing (Mary Claire):

- Own tent at parish festival
- Voucher in each envelope
- Gratitude Garden
 - o Flower Garden Craft
 - o Hospitality Area
 - o Photo Booth with Stewardship Branding
- Passed list of people we are thanking

Stewardship Plan Review (Ben and Mendy):

- How do you feel we are doing?
- What are we missing?
- When will we measure mass attendance, volunteerism, etc.
 - o Mass attendance is done already
 - o Let's look at where did we start – where are we now – where are we going
 - o How many people volunteered last year?
 - 30 days after Pentecost we will know how many people volunteered for 2017
 - Meeting that follows that – we should be reviewing that
 - August/September review- look at 3 year trend or 5 year
 - Can't go back in volunteerism but will have it going forward
- Consider doing more educating/communicating what stewardship is
 - o Mary Claire said it was beneficial to sit in on other committees and share what we are doing
- How to talk about Stewardship in Faith Formation?
- Add planned giving plan
 - o How do we raise the awareness of planned giving in the parish? (legacy)
 - o Looked at workshop/day and set idea aside while focusing in on who we are as a committee.
 - o How can I do it?
 - o Inviting someone in to discuss how to education/provide formation on this topic
 - Life specific topics
 - Looking into this as a possibility
 - o Compass Catholic

*People need to embrace Stewardship. Need to be intentional about how to incorporate.

HUMAN CONCERNS COMMITTEE MINUTES

Present: Kate Burke, Clare Dundon, Janet Edwards, Seminarian Tony Horzen, Debbie Klimko, Terri Mahoney-Ogden, Marianne Miller, Deacon Dennis Petrie, Diane Ringeisen, Kathy Waters, Joann Weidmann

Guests: Elaine Kroening, Gwen Mosier, Kate Spitz; Patty Meehan (Pastoral Council), Joe Schroeder (Pastoral Council)

Standing Items	Responsible Person	Update
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Approval of meeting minutes	Everyone	April meeting minutes approved with changes: add Kathy Libert to list of attendees; approved <i>February</i> minutes (meeting in March was cancelled due to weather)
Next Meeting Date	Everyone	Next meeting Monday June 12 th at 6:30pm; our committee leads prayer for that evening
Ministry / Subcommittee	Responsible Person	Update
Common Ground	Dennis Petrie & Gwen Mosier	<ul style="list-style-type: none"> • Have listening session scheduled at St. Anthony evening of Wed. 5/17 • Intent is to gather ideas of what we can do to make things better in Waukesha County; share concerns / needs for community • Additional meetings will be scheduled to distill down to one small change that we can support

Earth Ministry / Care of Creation	Kate B.	<ul style="list-style-type: none"> • Vegetable garden is scheduled to go in Fri. May 19th • Soil is being donated; Eagle Scout providing lumber • Cost of fencing and plaque for garden – use misc. funds still available in budget • Received suggestions for garden name; committee ranked preference and will vote on top two • Have volunteers for building fence and tending the garden; produce will be donated to MacCanon Brown Homeless Sanctuary and Pewaukee Food Pantry
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2016-2017 Budget	Marianne / Debbie	<ul style="list-style-type: none"> • Amount designated for Common Ground should have been \$2K instead of \$5K; sent check for \$1K in October • Miscellaneous (\$2,000) and unallocated amount (\$1,050): still needs to be distributed • Committee discussed & decided where to distribute the remaining \$7,050: <ul style="list-style-type: none"> o Vegetable garden: \$1,500 to cover cost of building fence and plaque o MacCanon Brown Homeless Sanctuary: \$1,500 o Common Ground: \$1,000 (as budgeted) o Pewaukee Food Pantry: \$1,000 o Family Promise: \$500 o Santissimo Sacramento Therapy Program: \$500 o Interfaith Senior Program: \$250 o <i>Hold in reserve</i>: \$800
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Annual Report to Parish Council	Debbie	<ul style="list-style-type: none"> • Subcommittees to let Debbie know by this Fri. 5/12 if there are any errors or if something needs to be added; presenting annual report this month. • Identify any challenges or goals for 2017-2018
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Succession Planning	Marianne	<ul style="list-style-type: none"> • Committee members need to send Marianne an email by Fri. 5/12 letting her know if they will continue serving on the committee next year • Confirmed resignations: Mary Maddocks, I. Mary Anderson
Family Promise	Terri	<ul style="list-style-type: none"> • This week we are hosting with Gethsemanee United Methodist. Three families in program (includes newborn baby). • Still in need of two volunteers for hospitality shift on Saturday evening 6:30-8:30 pm • Next time we host is week of August 20th • When volunteering with your family, feel free to bring a basketball or games to play outside with the other kids who are guests for the week.
Pewaukee Interchurch Lay Council	Clare	<ul style="list-style-type: none"> • Post Office Stamp Out Hunger food drive is Sat. 5/13; need volunteers to sort items and lift boxes • Kirkland Crossing: planning to have collection for St. Anthony's one Sunday per month and would also like to support our holiday giving. • Food pantry: donation received from Queen of Apostles Lent collection 775 lbs; needs include boxed potatoes, one-dish boxed & canned meals, small cans of baked beans, flour, cereal (not Cheerios), jelly (not grape), personal hygiene items, diapers
St. Hyacinth Food Pantry	Kathy W.	<ul style="list-style-type: none"> • April 2017 served 99 new households; a total of 2,130 clients served which was an increase of 220 from the previous month
Last 2016-2017 Meeting Date		6/12 - Prayer & Reflection Leaders for June meeting

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

The Common Leadership Meeting concluded at 8:50 PM with Closing Prayer led by the Stewardship Committee

Respectfully submitted,
Patty Meehan, Pastoral Council Secretary

Next Common Leadership Meeting: Monday, June 12 at 6:30 PM. Opening and Closing Prayers will be led by Human Concerns