

# St. Anthony on the Lake Catholic Church

## Common Leadership Meeting Minutes

**September 12, 2016**

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

Opening prayer was led by the Human Concerns Committee.

Kathie Amidei presented the Pastor's Report from Father Tony Zimmer. She indicated that Fr. Tony and the St. Anthony's Choir are on their trip to Germany, the Czech Republic and Austria. Laurie and her team will be singing throughout Europe on the trip. They left September 11th and will return on September 20th. Father Zimmer hopes that many were able to enjoy the preview performance on September 8th. The following updates were related from Father Zimmer:

**Sister Parish:** We had a productive annual visit from Padre Joe and Freddie over the Labor Day weekend and last week. We collected \$11,000 on our mission appeal. Thanks to Mo Michaels and company (Bob and Linda Bluhm and team) for all their hard work preparing for the container and Padre Joe for his ongoing ministry with our sister parish.

**Catalyst:** We had a great Staff In-Service Day, August 18. The parish staff and faculty all took the **StrengthFinders** Assessment. We had Lisa and Fr. Ken from St Clement's Chicago come and help us process our findings. We hope to continue to learn more about this great tool for formation, evangelization and leadership for our parish. Thanks to Ben B. who helped with research and work on this day.

We also continue to research a model for **small faith sharing groups**. We have had representatives from the Archdiocese give us (staff and Evangelization Committee) presentations on two approaches, Catholic ID and Alpha. We will continue to process this information and hope to launch something sometime around Lent. We also are hoping to partner with Queen of Apostles on this initiative.

**School:** seems off to a great start. We have 235 students registered and enrolled for this year... an increase of 70 students. Thanks to Ellen Knippel and her faculty and staff for all their good work!

The School fundraiser Hot Summer Slice is coming up September 23rd for golf and/or dinner. I know they appreciate all of our support.

**Faith Formation:** Catechetical Sunday is this weekend, September 17-19. The theme is Prayer. We hope to bless all of our teachers and catechists at the 9:00 Mass and there will be a short video presentation at the Mass.

The Family Program and the LaPetite Program begins this weekend, September 18/19. This is 2 weeks earlier than we have started in past years. As in previous years we will be using every space in the building on Sunday morning. Our theme for this year is Pray Always, All Ways.

**Website:** Our newly updated website is up and running. It is much more user-friendly and tells the story of who we are as a faith community! Many thanks to Ben Brzeski and Lisa Diebold for their hard work. It looks great!

**Catalyst:** The Cabinet will be returning to LA for our last Catalyst gathering September 25th-29th. The founder of the Catalyst Project, Bill Simon has written a book, entitled: "Great Catholic Parishes" that is being published by Ave Maria Press and will be released in a couple of weeks. St. Anthony's has been named one of 240 parishes in the book and will be prominently featured!

**Leadership Conference:** Be sure to register for the upcoming Leadership Conference: "Evangelization and the Sunday Mass" on either September 30th or October 1st.

And finally, Congratulations to Ben and Liz Brzeski and Sarah at the birth of Micah Jerome!

Ben Brzeski provided a Communications update. He noted that feedback is welcome regarding the new website so that needed changes may be made. In addition, a "Communications Channel Guide" has been developed to link ministry leads, key people, deadlines, etc. The Channel Guide can be found on the St Anthony web page under Our Parish - Resources - General Resources. Ben also highlighted the St. Anthony's Facebook page which is being updated daily.

Bob Bluhm reminded the Common Leadership group about the importance of the Standing Committees having their current goals on hand for meetings.

Bob Bluhm gratefully acknowledged the efforts by Ellen Knippel to create an atmosphere of love and unity for new parishioners at last Sunday's Welcome Breakfast. Bob then dismissed the group to their respective Standing Committee meetings.

**Lifelong Faith Formation Committee**  
**James Muraski (Chair) & Jenifer Hilander (Secretary)**  
Minutes – September 12, 2016

Present – Jim Muraski, Kathie Amidie, Debbie Kusch, Ann Fons, Cindi Petre, Tony Wendorf (PC liaison), Sarita D'Sousa, Cindi Petre, Joe Schroeder (Executive Committee Visitor), Bob Loth, Robin Hicks, Jenifer Hilander, Laura Smack

Kathie led an engaging reflection and discussion of prayer in our lives.

Minutes and Agenda were approved.

**Active Business:**

The timing of the 100<sup>th</sup> Anniversary Celebration of St. Anthony will coincide within a few months of the 2018 Gala. Plans for both as separate events (one fundraising the other celebratory) will continue to evolve.

In response to the council's request to affirm committee goals, it was noted that the goals and future plans of our committee have been identified and can be referenced as needed in the context of the 2015-2016 Annual Report to Pastoral Council (page 5-6).

Common Leadership Prayer: Our committee will lead at the October Meeting. Jim and Jenifer will prepare.

Catechetical Sunday: September 18: As we kick off Family Program on Catechetical Sunday, members of the LFF Committee were invited to come forward to receive a blessing at 9:00 mass.

LFF Subcommittee Signup was circulated.

Membership Expansion: The theme of this effort is “Invite Somebody” (to visit and consider joining our committee).

Fall Bible Study: 4 Studies will begin this Fall.

1. Unlocking the Mysteries of the Bible (24-week series). A Wednesday evening group has sufficient leadership; leaders for a daytime group are needed. Begins September 14.
2. Women’s Bible Study. Begins September 20.
3. A Friday morning scripture study led by Dennis Sylva. Exact start date TBD.
4. A teen version of the Bible Timeline with small group discussion will be held during family program time. A few more discussion leaders are needed.

Summer Book Read: Attendance has been low. Announcing books and dates earlier was suggested to allow potential participants more opportunity to reserve dates. The September 22<sup>nd</sup> (Inner Compass) and September 29<sup>th</sup> (Racial Justice and the Catholic Church) discussions will be at 6:30 in the Fireplace Lounge.

## **Reports**

Pastoral Council: Tony summarized some of the current topics being considered by the council.

1. Mass - building in opportunities for interaction and fostering a sense of familiarity and community.
2. School - Taking up the question of what process might occur when someone leaves. It was suggested that the personnel committee be consulted in establishing a protocol.
3. Financial - Status of debt elimination. Establishing a financial reserve to care for future aging building maintenance.
4. Strategic Plan - working on an update.

FF Program – The committee provided their thorough monthly report of activities by age group/program. In the interest of time, several were highlighted in terms of either their need for volunteers and/or open invitation for attendees:

1. Forming the Catechetical Spirit: A monthly (free) opportunity to acquire basic certification for catechists, sponsored by Waukesha County Parishes and help at St. Anthony on the Lake.
2. Marriage Ministry - a wine, beer, and cheese gathering will be held on 10/8 after 5:00 mass
3. Faith Works - See the website to sign up for the October 5<sup>th</sup> meal service at Hope Center

It was decided that the FF Program Report will be attached to the submission of our committee’s monthly minutes to serve as a resource to other committees.

## **FF PROGRAM REPORT for September 12, 2016**

### **EARLY CHILDHOOD:**

**Molly Ministry:** 5 moms attended the August 29 meeting. Dates for some activities were set (see below). We discussed O Come Little Children (December 11) and it was decided instead of having one person as the “designated person in charge” there would be a team in charge of planning and running the event. Julie Farrell, the children’s choir director will coordinate a music sing-a-long and a play with the children’s choir.

**Summer Park Play Dates:** Park dates are over and were well attended.

**Guardians and Angels:** September 21 is the first session this fall. We have a new leader, Kendi Bakken. She has a teaching background and is very excited to get started.

**Field Trips:** Katie Huettl will coordinate field trips again this year. The first one is September 28 to Imagination Station in Oconomowoc.

**Mom’s Night Out:** Katie Huettl will coordinate this year. October 3 they will meet at The Melting Pot. This one is typically very well attended.

**Baptism Class:** 8 families are signed up so far for the September 15 class.

**Church, Cheerios & Children:** The next session is Parenting with Love & Logic with Pam Olsen September 25 after the 9:00 Mass.

**LaPetite Family Program:** We have opened LaPetite Family Program to families who have 3, 4 or 5 year olds as their oldest instead of having to wait until 1<sup>st</sup> grade, since we no longer have 9:00 pre K & K classes. There are currently 6 families signed up. We will plan a second track of centers for these families during center time.

**Children’s Liturgy of the Word:** resumes September 11 during the 9:00 Mass. We are hoping to offer 2 age groups on a consistent basis and maybe even add on the 10:45 Mass. We need volunteer leaders. Teens and adults would be great. Older students as helpers as well. Spread the word!

### **CHILDHOOD:**

Grades 1-5: We have been working on registrations, class lists and finding catechists, as well as curriculum, homework and prayer memorization. There is a catechist formation meeting on September 10.

**MIDDLE SCHOOL: Middle in the Middle:** We have the kick off for Middle in the Middle on September 11. (After the time of writing this report – so there will be a verbal report on how this bike ride/pizza party/bonfire went.

**Curriculum:** Family Program middle school curriculum this year is focused on Church and Sacraments. We have a 3 year rotating curriculum for all three grades.

### **FAMILY PROGRAM:**

We start early this year! Our first sessions are September 18 & 19. We kick the year off with Catechetical Sunday. Our theme is Pray Always, All Ways.

Registration is still on-going. As of this writing we are awaiting registrations from about 35 families who were in the program last year but haven’t signed up yet. We expect the numbers to be about the same as last year.

**HIGH SCHOOL:**

**HIGH SCHOOL KICK OFF** for all freshmen and students new to the program was held Wednesday, September 7 for about 80 teens and their parents.

**SENIOR COUNCIL:** We are trying something new this year! We gathered a group of high school seniors with great leadership potential and invited them to be part of the senior council where they would be empowered to be a leader in the program and plan and facilitate social activities for the teens in our parish. It was a great turnout that was met with a lot of enthusiasm.

**FAMILY PROGRAM TEEN BIBLE STUDY:** We are looking for adult small group leaders to help with the teen Bible Study on Sunday mornings and Monday nights during Family Program.

**SPARK**, which is Adoration of the Blessed Sacrament specifically geared for teens will start up again this fall on Monday nights. Our first date will be Monday, September 26 from 7-8pm It is a beautiful prayer experience. Please join us for time with Jesus, stay the hour or stop in for 15 minutes. ALL are welcome! Please look for other dates and times in the bulletin and on the website!

**MISSION TRIPS:**

Believe it or not it is almost time to sign up for the trips for next year again! Let Ann or Cindi know if you want to chaperone a trip. Freshmen will go through Inspiro, Sophomores through YouthWorks, Juniors through Catholic Heart and the senior trip has not yet been determined. Liz Kuhn, the new youth minister at Queen of Apostles would like to collaborate with us on at least one of the trips.

**FAITHWORKS:** We have our calendar set for the 2016-17 year and coordinators for each of the projects. We will be serving dinner at the Hope Center on October 5. We're making 80 bag lunches for Repairers of the Breach on October 22. We're decorating envelopes for seniors to be used as giftwrap by Interfaith on October 23. We are happy to have both experienced and new members on our committee this year.

**ADULT FORMATION:**

**Forming the Catechetical Spirit:** A monthly program to provide basic certification for catechists, sponsored by Waukesha county parishes, is being held at St. Anthony on the Lake this year. This excellent opportunity is also open to any interested adult at no cost. We've encouraged all our catechists to attend, and have incorporated our Catechist Meeting into the first session, September 10.

**Women's Bible Study:** A new series using the book *The Armor of God* by Priscilla Shirer begins on Tuesday September 20. They will meet every other Tuesday through mid-December. The cost for the series is \$20. This study is run by a volunteer, Becky Kohl

**The Bible Timeline Bible Study:** Begins on September 13 and continues on Wednesdays evenings through the beginning of April. The cost for the workbook for this 24 session series is \$35. This study is also run by volunteers; Brian Felsmann and Cheri Miller.

**Summer Book Read:** Jim will give verbal report.

**COMMUNICATION:**

Staff have been working with Ben Brzeski to coordinate the communications that we send to parishioners and to utilize all the avenues of contact (bulletin, announcements, gathering space projectors, emails, facebook, the website) in the best way possible. Plans are underway to continue

sending a newsletter every other week to those who are in Family Program. Consideration is being given on how to also connect with others about Faith Formation activities.

### School Committee

**Tracy Tarwacki (Chair) & Laurie Utter/Jen Packee (Co-Secretaries)**

#### School Committee Minutes for 9/12/16

Attendees: Flo Prospero, Jenny Danks, Ellen Knippel, Tracy Tarwacki, Mary Dahl, Kate Ohnmacht, Jen Packee, Dave Grunwaldt, Gary Oberfoell, Melanie Sobotka, Angie Flanagan, Patricia Meehan, Laurie Utter.

1-Principal Update: Ellen introduced new math teacher, Jenny Danks. Also, they have hired new EDC helpers & have split up the EDC between the little & bigger kids. Seems to be working well. Talked about establishing a set amount to give staff for "life changing" events i.e: wedding, baby etc.. Decided it would be \$50 in script. Adult Packer party scheduled for Nov 6th, location TBD.

2-G9 Update: Penny Wars started & proceeds to go toward G9. Dress down for a dollar is this Friday & proceeds will go to the Hansen family ( they are our quest speakers at G9 Mass 9/21). Teachers are having kids make cards for Eli Hansen in class & will be presented to Hansen's at Mass. Blankets will be tied this Wed 9/14 after mass.

3-Mentoring Update: Oct 2nd is new & mentor family pizza party in PLC. Jen Packee to send out evite. Tracy & Ellen to come up with welcome card to send to new families soon. Also, new families will receive candle around Thanksgiving from marketing.

4-Marketing/Events Update: it has been decided that marketing & Events are 2 separate entities & will split duties. Tracy to meet with Katie, Flo, Susan & Annie to list all Marketing/Event duties & send email to anyone who expressed interest in marketing & get duties divided up. First event up is Trunk or Treat on 10/27- chair has been selected & is working on it.

5-Communication Update: Ellen mentioned that she has gotten lots of positive feedback about our new school newsletter. There was some concern that there is too much info in newsletter that didn't pertain to school info. We will continue to ask for feedback & reevaluate next month.

6-Back to school night & Parent night Update: back to school night went well, decided that we need to serve food earlier since most people come early. Long lines at photo station - Ellen to look into getting 2 photographers next year. Lots of good/positive feedback on Parent night- format was easy to follow & nice to have some review of technology included.

7- HSS: over 200 registered for dinner, 90 for casino, 68 adults for golf & 47 child golfers. Using remote bidding for the first time this year & hopefully will get items out about a week ahead, so those who cannot attend can still bid. SC will auction off front row pew for Christmas & Spring concert (possibly 2 if bidding war takes place).

8-SC By-laws Update: Tracy & Angie's positions are open after this year. Most of the other positions have 1 or 2 years left in their term. Tracy to stay on as member at large next year to help mentor new Chair.

Per committee decision at the meeting on Monday, September 12, 2016, the following members of the committee were given the designated terms so as to facilitate staggering of positions going forward:

Tracy Tarwacki - Initial term ends June 2017

Angie Flanagan - Initial term ends June 2017

Laurie Utter - Initial Term ends June 2018

Kate Ohnmacht (Mitts) - Initial Term ends June 2018

Gary Oberfoell - Initial term ends June 2019

Flo Prospero - Initial term ends June 2019

Jen Packee - Initial term ends June 2019

These members may run for another term (if desired) after this designated "initial term" is complete."

9-Playground Update: Ellen contacted Queen of Apostles & they said we can have their playground equipment for free, but we need to remove it & reinstall on our property. There are 2 structures, 1 for bigger kids, 1 for smaller- both would be nice to have. Ellen needs to talk to Buildings & Ground to get permission. She will also have Keith contact equipment maker (Park Structure) to see if they can move & reinstall structure.

10-Parish Update: several members signed up for Arch training, including Ellen.

## Stewardship Committee

9/12/16

### Stewardship Meeting Notes

#### Archdiocesan and Parish Updates

- Tracy Welliver Presentation: 2/8 at Cousins Center. Time: Evening hours
- Staff Day on Strengthfinders: Went well. Staff enjoyed it. Fr. Ken Simpson and Lisa on staff at St. Clements assisted with it. Their staff is going through it.
- Web page was updated....please provide stewardship eyes for any recommendations.
- "WeShare" Platform being investigated thru LPI..... is online giving and online event management software.
- Planned Giving Group is being formed. Initial meeting on being more intentional. Will create a mechanism and a process. Great resources at archdiocesan office.

#### Sacrificial Giving Review

- Theme: Love Without Limits
- Fall-Sacrificial Giving; Lent- Stewardship of Time/Prayer; Spring-Pentecost: Ministry of Talents

- Discussed role out of program- details in handout
  - o Starts 10/29-10/30
  - o New piece this year....a reflection card that invites folks to reflect on gifts they've been blessed with
  - o Weekend of 11/5-11/6: Annual Report in bulletin
    - Fr. Tony gives a stewardship based homily
  - o Testimonial at 11/5-11/6 masses
  - o Theme renewal featured on front of web site
  - o Weekend of 11/12-11/13
    - Parishioners bring forward pledge cards
  - o Thank you letters/cards are sent out
  - o Need help from Stewardship Committee at masses to assist during 11/12-11/13

#### Stewardship Plan: Execution of our Objectives

- Key Areas of Interest
  - o Branding and Language: Work around reviewing existing printed materials, language on website and in school, envisioning new materials
  - o Welcoming Efforts: Enhance efforts in more coordinated way. Combine efforts with present evangelization welcoming committee. Includes new parishioner welcome efforts, donut Sunday, etc. ....Inviting others to join communities/committees, invitation to get others feeling welcome who aren't attending mass. Building the sense of belonging.
  - o Strengthfinder for the Parish: Review existing materials for use, determine what would work in our parish and develop the team that will deliver it.....train the trainer sessions, delve into it in layers. Develop a delivery plan
  - o Appreciation component for parish picnic: Overlap with picnic festival committee next summer. Lace Stewardship efforts with committee.

#### Branding Discussion Continued-

##### Possible Tag Line

“Grateful. Generous. Growing” --embrace the joy!

Look at verbs for a call to action

Test branding with small groups

##### Branding & Language:

- a. Grateful, Growing, Generous
- b. Grateful, Generous, Growing
- c. The importance of “joy” was affirmed
- d. We might consider representing that joy permeates the three G-words (or is a “byproduct of the other three)
- e. Phrase “Embrace the Joy” was mentioned.
- f. The question of what article of grammar should be used. Currently we are using adjectives. Might we consider verbs? (i.e. “Believe, Grow & Give”)
- g. Acknowledgment that some might see these three words as self-selection criteria
- h. Agreement that “Grateful, Growing, Generous” describes an engaged parishioner and is aspirational in nature.

\*\*Ben will be calling committee members to line up focus area meetings before our October meeting.

**Prayer and Worship Committee**

**Brian Felsmann (Chair)**

The committee did not meet for September as the majority of members were on the choir trip.

**Human Concerns Committee**

**Marianne Miller (Chair) & Janet Edwards (Secretary)**

**Present:** Kelly Cleary-Rebholz, Janet Edwards, Seminarian Tony Horzen, Debbie Klimko, Terri Mahoney-Ogden, Marianne Miller, Kathy Waters, Joann Weidmann

<b>Standing Items</b>	<b>Responsible Person</b>	<b>Update</b>
Approval of meeting minutes	Everyone	Update from August minutes – Human Concerns led prayer service in September instead of November. Approved with revision.
Next Meeting Date	Everyone	Monday October 10 <sup>th</sup> at 6:30pm
<b>Ministry / Subcommittee</b>	<b>Responsible Person</b>	<b>Update</b>
Peru Twinning Committee	Debbie	<ul style="list-style-type: none"> <li>• New committee that would meet quarterly to oversee activities / funds going to Santissimo Sacramento and to coordinate activities with other parishes; St. John Vianney currently has a committee for their support of Santissimo Sacramento</li> <li>• Commitments are being made by parishioners without the parish's knowledge</li> <li>• Would work with Maureen Michaels</li> </ul>
Family Promise of Western Waukesha County [Shelter for families; maximum 5 families; 14 people total per week; primarily single moms and children; stay overnight; go to daytime facility in Wales or work/school/daycare; temporary, not long term need by families] <a href="http://www.fpwwc.org">www.fpwwc.org</a>	Terri	<ul style="list-style-type: none"> <li>• Week of September 11<sup>th</sup> - St. Anthony volunteers are assisting with set up, donating food, hospitality and fellowship</li> <li>• Weekend of October 22 / 23<sup>rd</sup> – will be highlighted during Partners in Mercy sharing weekend</li> <li>• Additional training sessions for volunteers will be scheduled at St. Anthony in Oct. or Nov.</li> <li>• Week after Thanksgiving is next time St. Anthony will provide support to Gethsemane</li> </ul>
Earth Ministry / Care of Creation	Kathy W. for Kate B.	<ul style="list-style-type: none"> <li>• Using parish Facebook site to get information out to parish community</li> <li>• Eagle scout committed to working on raised bed vegetable garden; if that falls through, an alternate plan has been made</li> </ul>
St. Vincent de Paul	Debbie for Patty	<ul style="list-style-type: none"> <li>• Meal servers are not showing up when scheduled</li> <li>• Will ensure contact list is updated and include email as communication channel for reminders</li> <li>• Consider moving to Sign Up Genius in case server needs to change dates</li> </ul>

MacCanon Brown Homeless Sanctuary <a href="http://www.mbsanctuary.org">www.mbsanctuary.org</a>	Marianne	• Nothing to report
Repairers of Breach	Marianne	• Nothing to report
St. Hyacinth Food Pantry	Kathy W.	• Nothing to report
Care Ministry	Marianne	• Nothing to report.
Health Ministry	Marianne	• Blood pressure screenings yesterday in conjunction with Donut Sunday
Newcomer Breakfast	Marianne	• Was yesterday after 9am mass; cabinet members spoke with newcomers
2016-2017 Meeting Dates		11/14; no meeting in December; 1/16; 2/13; 3/13; 4/3; 5/8; 6/12 Prayer & Reflection Leaders for November and June meetings.

**The Common Leadership Meeting concluded at 8:45 P.M. with closing prayer led by the Human Concerns Committee.**

Respectfully submitted,  
Patty Meehan, Pastoral Council Secretary