

**Pastoral Council Business Meeting
January 12, 2021 1:00PM**

Present: Sharon Brabson, Pat Gureski, Jean Krebs, Alan Moser, Peter Passuntino, Tom Polacek, Jeanne Rabel, Fr. Tom Farrell, Deacon Tony Abts, Kathy Wolff

Opening Prayer & Reflection: At 1 pm Sharon opened the meeting with the Diocesan prayer for January. We read and reflected on how we see Jesus in our lives at this time.

Review of minutes: Members approved the minutes from November.

Council Membership: Pastoral Council needs two new members to replace Mark Kuntsman who has moved and Alan Moser whose term ends in July. Sharon will share a timeline for this work at the next meeting. Council members should be thinking about likely candidates. Anyone can nominate a candidate for Pastoral Council.

Trustee elections: Sharon reviewed the process and rules for the upcoming election to elect a new trustee for the position of Treasurer Trustee. The upcoming reelection will replace Gary Bies.

Nominations: The pastor may nominate a candidate. Any parishioner may nominate him/herself or another person by presenting a petition with at least 10 signatures to the parish office by January 17. Fr. Tom has nominated Terry McArdle, and he has accepted the nomination. Nominations for this position are open until January 17.

Voting will occur in person at church on February 6,7 or on-line. Ballots will be published in the January 23-24 bulletin.

Election committee: Ballots will go to Deacon Tony. He and the chairs of the Finance and Pastoral Councils will count the ballots and publish results.

Parish Mission Planning: Deacon Tony provided an overview of the timeline of the preparation for parish mission planning that will begin in March when we will need to put together a planning team. The team will begin training in March, and the campaign will launch in June 2021. The team will work from June until December, and then the One by One Campaign will begin its work in January 2022.

Discussion/questions:

- Income from endowment: Will withdrawals from the endowment impact our parish's assessment? The Diocesan assessment is based on the parish's annual revenue. The endowment considered part of the parish's assets. Although it is housed in the Foundation, it is considered "local" money.
- Parishioners' reaction to mission planning: How will parishioners who are already asked annually to support the Endowment and the Bishop's Appeal react to a third financial campaign? Deacon acknowledged the timing is unfortunate for parishes that are trying to grow their endowment but noted that the One-to-One campaign occurs only once every 10 or 12 years. In addition, because parish mission planning will involve most people, it will result in 4-5 goals which the parishioners will own.

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Mission team: Deacon needs the assistance of the council to choose a team by mid-March. He asks that we suggest names to him between now and then. Dcn. Abts will also ask the staff for suggestions. The diversity of the team should reflect the diversity of the parish to whatever degree possible. Suggestions for populating the team appear on the handout he shared with Council.

Discussion/suggestions concerning recruitment/team members:

1. Provide prospective members with a timeline of their commitment, the skills the team needs, the goals of the team, and the number of meetings.
2. Consider a letter from Fr. Tom to the parishioners asking for recommendations. The benefits of a letter are the chance to explain the goal, the needs, and the timeline for the responsibilities that team members will expect/accept.

Annual Report Process: Sharon reviewed the process of compiling the Annual Report for FY 2021. Deacon Tony noted that the budget is a consultative process that means those on the front lines make recommendations. Work on the budget will happen in the winter so that the budget will be completed before the production of the Annual Report begins. Sharon will forward a draft on budget planning to council members.

February: all the chairs of Councils, Commissions, and Committees will meet and receive worksheets on which they will need to detail expenses they foresee at that meeting. The worksheets will be due in March. At the February meeting chairs will review/accept the Annual Report calendar. Tom Polacek offered to send results of a 2015 parish wide survey and summary to Sharon.

March: Staff will use the worksheets to build a budget. Finance Council will receive a draft of the budget.

April: Fr. Tom and the trustees will review and approve the budget.

May: Chairs will receive feedback on their requests. The final budget will be published and distributed.

Liaison Reports:

- Liaisons from Stewardship and CSR have forwarded reports to Pastoral Council.
- Worship Commission will meet January 20.
- Parish Life liaison Pat Gureski reported that proceeds from the cookie sale at Christmas raised half of the money that our parish contributes to the support of a woman through Unbound.org in Kansas City.
- Faith Formation is sponsoring a webinar about the Holy Spirit on January 27. There will be a flyer in the bulletin.

Liaisons are reminded to share Pastoral Council minutes with their commissions or committees.

“Revive Training:” Sharon informed us about “Revive,” an online training program that the Diocese has made available to us. Council members should look it in preparation for the planning meeting we will hold on February 9. Sharon will send a link for this resource.

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2021 Calendar for Pastoral Council 1 pm meetings

DATE	PURPOSE	AGENDA
Feb. 9:	Planning Meeting	<ol style="list-style-type: none"> 1. Establish 2021 goals 2. Review "Revive" webinar 3. Review past parish surveys
April 13:	Quarterly Business Meeting	Commission and committee chairs review process for Annual Report
May 11	Training Meeting	
July 13	Quarterly Business Meeting	
Au 10	Review Annual Report for submission to printer	
Oct.12	Quarterly Business Meeting	

Closing Prayer: Sharon lead us in prayer for our country.
Meeting adjourned at 2:30

Minutes by Kathy Wolff

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