

**KR County Line Catholic Parishes
Pastoral Advisory Council Meeting Minutes
Tuesday, November 11, 2025
Location: St. John the Baptist**

Present: Fr Hugo, Mike Leshok, Susan Ludwig, Mary Kay Walsh, Larry Pileski, Jean Petersen Linda DeBrabander, Donna Jaworski, Dianne Funk, Mark Niccolai, Tom Czerniak, Lynn Johnsen, Gina Halter, Cathy Jacobs, Glen Bordak

Excused: Jane Serdynski, Ellen Galvan

Meeting called to order at: 7:00 pm by Gina Halter who is now serving as the council chair

- I. **Opening Prayer:** Dianne Funk
- II. **Missionary Discipleship:** Brian Shimon, Pastoral Associate, introduced Missionary Discipleship. Brian shared a summary sheet and copies of a multi-page document from the U.S. Bishops (Living as Missionary Disciples: A Resource for Evangelization). The Resource can help council members/ readers learn how to model and foster Missionary Discipleship in our parishes. It also can help parishes build a pastoral plan that incorporates Missionary Discipleship.
- III. **Old Business:**
 - A. Meeting Etiquette: Father Hugo made suggestions to improve meeting decorum and show respect to each other during council meetings. Refraining from side conversations and sticking to current agenda topics are among the desired meeting standards. A handout outlining suggestions was provided to all members. Father Hugo stated that the council and council meetings are important to him in his role as Administrator and Pastor.
 - B. Jackie Fonk resigned her role as Chair of the Pastoral Advisory Council. Gina Halter, who had been elected as Vice-Chair in July, 2025, will now serve as Chair of the Council.
- IV. **Approval of prior minutes:**

Motion made by Tom Czerniak to approve the September 9, 2025 minutes, with corrections; seconded by Lynn Johnsen and motion carried.
- V. **Parish Administrator/Pastor Report:** Fr Hugo
 - Annual report meetings: SJB and SRB will have meetings this month. SFX meeting already completed a meeting with 34 parishioners attending. SMD will send a letter to parishioners in lieu of meeting
 - SFX has the opportunity to acquire an altar backdrop being donated by a family in Milwaukee. Decision on use of the altarpiece is pending SFX building and grounds committee discussion and comments from parishioners.
 - Golden Rose Award: Archbishop Grob, the Archdiocese of Milwaukee, and an Archdiocese Catholic Women group is sponsoring the Golden Rose Award to recognize young women of

high school age who are active in their parish and community. Father Hugo would like to nominate one young woman from each KR County Line Parish. He has identified nominees from SMD and SJB and seeking suggestions for nominees from SFX and SRB. Nominations are submitted to a Archdiocese committee that will make the selections for Golden Rose Awards. A reception will be held on 3/15/2026.

VI. **Director of Administration Report:** Mike Leshok

- SRB HVAC repairs are in process
- SJB Users are assisting people to use the lift. He is in the process of looking for a new service contractor or the lift
- The KR Catholic Parishes Custodian was off work for a couple weeks due to an injury but has now resumed work
- The snowplow contractor has been changed to Countyline Contractors. With this change is the desire to cut down on excessive salting as able. Cost of service is comparable to last snow contractor.
- The number of Pulpit announcement requests is high. A current goal is to limit pulpit announcements to 2-3 per mass and refer parishioners to the bulletin

VII. **New Business:**

- A. Parish Council retreat
 - ideas for retreat shared; will continue discussion at next meeting
- B. Time of Saturday Evening Mass:
 - Father Hugo is getting some questions/ requests to consider changing Saturday mass time, currently at 5PM, to 4PM. After some group discussion, decision was made to hold on further consideration for 6 months and reconsider it then if more requests are received (for earlier Mass time on Saturday night).
- C. Pulpit Announcement timing
 - After discussion, a decision made to maintain same time within mass for announcements, but Father Hugo will ask congregation to remain standing for the announcements. This will start as of next weekend Masses (Nov 15&16)
- D. Names and Contact Information for Trustees in Bulletin
 - The group discussed which names and how they should be listed in the bulletin. The names of Trustees, Council members, and Finance Committee members are currently listed on the KR Catholic website.
 - A motion was made by Glen Bordak that the names of Parish Trustees will be published in the Bulletin on an on-going basis, to start as soon as possible. The motion was seconded by Tom Czerniak. The motion carried on a voice vote.
- E. SRB Trustee opening; Jackie Funk has resigned from her position.
 - Father Hugo reported that he asked Chris Franco to consider the Trustee position.

-Council members briefly discussed/ reviewed that Parish Trustee terms are 2 years and Parish Council member terms are 3 years. A review of terms for Trustees and Parish Council positions was suggested for a future meeting.

VIII. Committee Reports:

**** Attachments sent with Agenda for review when available**

A. Finance:

a. SMD

- Doing well; no major capital expense needs at this time
- 300 pies planned for Thanksgiving pie sale
- Grotto repair in process
- Parking lot repair was completed, used LOA (Love One Another) funds

b. SJB

- SJB Financial Committee members are now in place
- SJB Trustees Mark and Dianne are attending SJB committee meetings; Finance and Building and Grounds committee meetings
- 2025 Picnic in Paris net profit was \$29,000

c. SFX

- Finances are going well/ stable
- 2025 Turkey Dinner of 11/2/25 was successful; specific numbers not yet reported
- Last payment for new Church roof was made; ½ of cost was covered via LOA funds
- SFX Building and Grounds committee will begin reviewing the four bids that have been received for repair of the school roof and the parish center roof.

d. SRB

- Annual financial report is finished
- BBQ Chicken dinner was held in October, no profit numbers available yet
- Boiler repair work is in process
- Ventilation repair was addressed, now in process of pipe upgrade

B. Christian Formation Youth and Adult

- No reporting

C. **Human Concerns & Quad Quilters (QQ)

- See meeting notes sent with this Council meeting's Agenda
- Cathy Jacobs gave brief update on QQ

D. **Knights of Columbus

- \$4,900 is current amount collected for gifts for seminarians
- Keep Christ in Christmas in process/ planned
- Collecting clothes for kids this month

E. Prayer and Worship

-Nothing reported

F. St. Sharbel Mission

-Nothing reported

G. **Communications

- See Communications Committee minutes forwarded with the Agenda for this Council meeting

Final Comments from Father Hugo: December 1, 2025 will mark one year in his role as Pastor and Administrator of our KR County line Catholic Parishes. He feels very happy to be here.

IX. **Closing Prayer:** Father Hugo

X. **Next Pastoral Advisory Committee meeting:** Tuesday, DECEMBER 9th, 2025 7:00 pm;
Location- SFX. The meeting will include a Christmas Social. Everyone should bring something to pass.

A Motion was made by Lynn Johnsen to adjourn the meetings; seconded by Tom Czerniak. The motion carried.

Respectfully submitted by Susan Ludwig