

St. Andrew Parish Council Meeting | NOTES

Meeting Date: May 18, 2017, Called to order 07:00 PM

Meeting Location: Rectory Basement

Council Members Present: Susan Flood, Tom Bertrand, Oscar Dominguez, Fr. Bill Key, Shelley Koch, Paul Schmelzer, Patti Soukup, Tina Janssen,

Council Members Absent: Lauren Bandler, Jackie O'Neill, Jim Stiles

Approval of Last Month's Minutes: Minutes approved by email acclamation

Voice of the People: Patty Kostechka

- Parish Leadership letter sent by the Archdiocese was shared.
- Brochures and materials given to people attending Mass at St. Pat's is very informative and gives one a feeling of being welcomed. It was suggested that the materials be given to Parish Life for review and consideration.
- Patty reported that she had been told by several parishioners that the minutes in the last newsletter did not have enough detail.

Pastor's Report:

- We are half way through the First Communions for this season with two more weekends to go. Having them at Sunday Masses makes them very visible.
- Fr. Bill will try to videotape his homilies so they can be shared on the website and Facebook pages.
- Recommendation to move Sat. Mass time to 4:00 which will allow one pastor to celebrate two Masses, make this the earliest Mass time in the county which could capture those from around the area who have Sat. evening plans. The idea will be presented at upcoming Masses asking for feedback of when to start—this summer or wait until September.

Committee Reports:

Moving forward all sub committees will be asked to submit written minutes/reports of their meetings each month in order to improve communication between them and Parish Council. This is being done in preparation for the time when there is only one pastor serving both St. Andrew's and St. Patrick's.

Administrative Services and Finance – Tina Janssen

- School Update
 - Randy presented a bid to improve the technology infrastructure of the school using funds raised during the 2016 Fat Tire Ride. Motion passed unanimously
 - Service awards will be given to staff at the final school mass of the year.
- 2017-2018 Parish budget approved
- Letter of Proxy was received from the Archdiocese approving the work on the Church foundation.
- Joint retreat with St. Pat's scheduled for Aug 18-19, 2017
- Bingo sales tax penalties were reduced by the State. Bingo will no longer continue as a part the Religious Education budget.
- Bequest funds are being used for operating expenses as, currently, Parish income is lower than budgeted.

Christian Formation – Patti Soukup

- Waiting for approval of the CF Handbook

Human Concerns – Open

- No Report

Liturgical – Jackie O’Neill

- Mass attendance numbers
 - Apr. 1-2: Sat--114; Sun 7:30—112; 9:30—195; Spanish 295
 - Palm Sunday: Sat--125; Sun 7:30—152; 9:30—218; Spanish 345
 - Holy Thursday: 225
 - Good Friday: 1:00 Mass—90; 5:00 Mass 150
 - Easter Vigil: 183
 - Easter Sunday: 7:30—238; 9:30—340; Spanish—295
- Fr. Bill will be taking a survey to determine if parishioners would prefer a different Friday mass time during the summer.

School Committee – Susan Flood

- Combining 7th & 8th grade on the annual trip to Washington DC in order to receive better pricing was discussed
- Installing a LED electronic sign outside the front of the school is being researched. The sign would be purchased using monies left in memory of John Clair. Approval from the City of Delavan is required.
- Fundraising—Big Ticket Raffle exceeded \$20,000; Annual Fund at approximately \$40,000

Hispanic Leader’s Committee – Oscar Dominguez

- Held a small Cinco de Mayo celebration here after Spanish Mass. Will make it bigger next year.
- Members of the Hispanic community are attending National Meetings for Hispanic Ministry as the Hispanic people are becoming a very large percentage of the people who are active Catholics in the US

Parish Life – (Open)

- Finalizing new parishioner coupon books
- The last movie night had good attendance

Unfinished Business:

- CRHP (Christ Renews His Parish) – Considering a joint men’s weekend with St. Pat’s in October
- Parish Identity Standards – School Church Community is used at the school. All documents should be updated so that logo is being used on all forms and communication.
- Parish Council Vacancies (2) – Members will continue to reach out to parishioners and ask them to serve. Paul Schmelzer will make an appeal at all masses on an upcoming weekend.
- Liturgical Committee – Welcoming ministries meets 4th Thursday of each month at 5:00 PM
- School Family Handbook Update – In process
- Standards of Excellence
- Parish staff will complete and send all of the questions in which yes was the answer to the Council. The Parish Council will use the next meeting to focus on all of those questions where the staff answered “maybe” or “no” and determine which items are most important to address in order for St. Andrew’s to carry out its mission.
- Church Foundation Update – Received Archdiocesan approval. Work will be scheduled
- Christian Formation Handbook Approval – Motion by Fr. Bill, seconded by Tina Janssen. Approved with the recommendation that the specific rates and fees not be printed in the Handbook but instead included as an insert to allow for changes without the cost of reprinting the Handbook.

New Business: None

Meeting Adjourned @ 8:00 PM

Submitted by: Shelley Koch

Next Meeting: June 15, 2017