

**St. Francis of Assisi Parish
Manitowoc, WI**

**Pastoral Council Minutes
March 20, 2018**

Members Present: Stephanie Simmons, Michelle Jirikowic, Mike Snell, Fr. Doug LeCaptain, Kevin Wilke, Judy Denor, Wendy Nett, Janet Debilzen, Lee Kummer, Nancy Ottum and Fr. Mark Mleziva

- Non-Voting Members: Pat Brandel

Meeting opened with prayer by Wendy Nett

Approval of the Minutes from the 02/20/18 meeting – A motion was made by Judy Denor and seconded by Michelle Jirikowic, that the minutes be approved. All were in favor.

Parish Budget: Finance council member not present to give a report.

Pastor's Comments: (1) along with the Green Bay Diocese, our parish will work toward studying the possibility of a regional school. The Diocese hired Meitler to conduct this study with the proposed completion of the study set for August, 2018. (2) Alpha Groups: Our priests and parish office staff are about half way through their Alpha meetings. Leadership teams: Parish Council, Finance, School Board and vision 20/20 will begin Alpha in May. In the Fall all Catholic School teachers will begin their Alpha group meetings; (3) 6:30 p.m. Sunday evening Mass: Ministry and Music are still in the process of being worked out. Sunday evening Mass will begin the weekend after Easter; (4) Parish Office receptionist coverage: All telephone calls coming into the office will go directly to Sue Krueger. There will be volunteers covering the front desk on Tuesday, Wednesday and Thursdays. Their responsibilities will be to greet people coming into the office, scheduling Masses etc.; (5) The parish office will change closing time to 4:00 p.m.

Committee Reports:

- **Vision 20/20** – (1) This committee will be meeting the 2nd and 4th Tuesday of every month; (2) The committee will be studying the market value of the parish buildings. Pat Brandel spoke with a realtor who thought at the present time the properties, excluding the parish office, have a value of \$1,250,000.00.

- **Board of Education** – At the next meeting, the committee will be looking at “Peaceful Playground” an organized play program at recess. The addition of a fence and playground equipment will also be discussed. The Council suggests waiting until after the Diocese’s Meitler study to make any decisions on improvements.
- **Finance Council** - Fr. Doug (1) The Council is now working on the budget for the next church year. Fr. Doug asked the Pastoral Council to state hopes and dreams for the next year so that the Finance Council has direction. The two major points discussed were (*) the parish needs to focus on newly married couples i.e. fun things for couples to do as a group; (*) also to focus on young adults getting involved in Church ministries; (2) Bequests/Estates have helped in the budget being met. The Finance council is discussing setting aside a portion of bequests for future expenses; (3) How are we going to go forward with a balanced budget?
- **Youth Faith Formation** – The goal is to look at updating the elementary Religious Ed. Program. Michelle Peters revised a portion of the program which was very well received. The goal would be for Michelle to continue updating the curriculum.
- **Stewardship** – No meeting
- **Adult Faith Formation** – Items that are being looked at for next year are: RCIA, Bible studies, Soup and Substance and women spirituality groups as well as men spirituality groups. The committee is also looking at Lenten speakers for next church year.
- **Parish properties** – (1) Demolition of the DVC house next to the Marshall site will happen sometime between March 26th and March 29th; (2) A motion was made by Kevin Wilke and seconded by Judy Denor to list the appraisal of \$12,600.00 on the Proxy for the property at 1121 Menasha Avenue, Manitowoc. All were in favor. (3) In looking forward regarding “the sale of the parish office at 601 North 8th Street”, Lee Kummer suggested getting a commercial property appraisal.

New Business – None

Closing Prayer – Fr. Mark Mleziva

Pastoral Council adjourned at 8:15 with a motion made by Mike Snell, and seconded by Michelle Jirikowic. All were in favor.

Next Council Meeting: April 17, 2018 at 6:30 p.m. at the parish office.

Minutes submitted by:
Janet Debilzen