Pastoral Council Members and Staff Present: Fr. Mark Brandl (Pastor), Fr. Norberto Sandoval (Associate Pastor), Danilo Batres (SC), Luanne Bemis (SC), Jeanne Bitkers (SD), Mary Jo Bugembe (HNJ), Tom Clarke (HNJ), Tom Dinozio (SNCP Staff Liaison), Don Holmes (SD), Betty Johnson Macknick (HNN), Bob Mair (SD), Mary Petrie (SNCP Staff Liaison), Kevin Sander (HNN), Joan Sandersen (SD).

Excused Council Members: Vern Baus (SC), Ken Borowski (SC), Mary Dalhaimer (SC), Mary Greeneway (HNN), Michael Johnson (HNN), Ron Spaulding (SD).

Welcome: Vice Chair Joel Sandersen called the meeting to order at 6:30 p.m.

Mission and Vision Statements: Read aloud by all council members.

Opening Prayer: Mary Petrie

1. Consent Agenda
   a. Minutes March 27, 2023
      Online approval April 3, 2023
   b. Committee Reports
      The following committee reports were sent electronically to council members prior to the meeting and will be posted online.
      - SNCP Stewardship Committee 4/10/2023

2. Guest: Lori Woelfel, SNCP Office Manager
   a. Parish Directories

Lori reported on her meetings with representatives from two photo studios that specialize in the production of church directories: Harmann Studios located in the Green Bay area and Universal Church Directories, a nationwide company based in Ohio.

In comparing the two companies, it appeared that Universal Church Directories best met SNCP's needs for a number of reasons.

- Harmann provides an 8x10 photo at no charge but charged $15 per directory. No samples were provided, and the sales presentation was quite high pressure.
- Universal provides an 8x10 photo, directory, and access to an app, all at no charge. There is no cost to the church or individuals. An online scheduling process is also available.

The directory can be divided into separate sections for each parish. Individuals can submit their own photo if desired. SNCP will receive a 20% overrun of directories for those who choose not to have their photo taken by Universal. The number of front pages that could be used for other information (such as photos of committees, etc.) is unlimited.
The free web-based app that is included is secure. It is password protected and church staff can update it for three years.

Parishioners will have an opportunity to purchase photo packages, including Christmas cards if the photography takes place in October.

There was some concern about negative reviews of Universal regarding turn-around time. These reviews were primarily from late 2021 and early 2022 and were due to staffing issues related to the pandemic. Adequate staff is now in place and these issues have been resolved.

Based on the above information and last month’s presentation on Guide Book Publishing, the Parish Council members agreed to support the recommendation to enter into a contract with Universal for the SNCP church directory production. It was further agreed that a committee is necessary to coordinate the logistics of this important project. Lori Woelfel will be the point person for SNCP and will organize a committee preferably with two individuals from each parish.

Tom Dinolfo commented on the operating results of the three parishes through March 31, 2023. Each of the parishes is below budget and last year in contributions. As a result, cash flow has been tight and both St. Clement and St. Dominic have had to dip into unrestricted savings to stay current with bills and expenses. On the expense side, each of the parishes is operating close to budget and last year, with the exception of utility bills, snow removal and maintenance. A summary of the YTD March operating results will be included in the materials that will be circulated for the Annual Meeting on May 15, 2023

4. Pastor/Associate Pastor Reports – Father Mark and Father Norberto

   a. Father Mark Brandl

   Town Hall Annual Meeting
   The annual meeting will take place on May 15 at St. Dominic PAC. Eight topics will be presented, and Father Mark will be contacting individuals to present. As of this date, over 100 individuals have signed up.

   Eucharistic Revival
   Planning is underway for the June 10-11 Eucharistic Revival Procession and Adoration. It will begin with Mass at SD on June 10, transportation of the Eucharist to HN for adoration and a procession culminating at the 7:30 a.m. Mass on June 11.

   Return of the Common Cup
   Education for both Eucharistic Ministers and parishioners alike is vital. Information about the Eucharist and how to resume receiving the Eucharist under both forms is available from the Milwaukee Archdiocesan website. These articles will be the basis for communication with our Eucharistic Ministers and parishioners through Father Mark’s column, other Bulletin and web site articles, etc. Topics to be covered are:
   - Christ is Not Divided!
   - The Eucharist and the Church
The Eucharist as Sacrifice
Reverence for the Eucharist
Ordinary vs. Extraordinary Ministers of Holy Communion

Following is a link to the full articles on the Archdiocese's web site:
https://www.archmil.org/offices/worship/Eucharist-Resources.htm

Recruiting Eucharistic Ministers at each parish is also essential. As chair of the SC and HNJ Prayer & Worship Committees, Mary Petrie will meet with their Eucharistic Minister Coordinators to identify and contact potential volunteers. Mike Short is the coordinator of the SD Eucharistic Ministers.

Many questions need to be resolved before resuming the distribution of the Eucharist in both forms. The timing will be determined by the SNCP Prayer & Worship Committee. Once Eucharistic Ministers are known at all three parishes, education and training will take place for the ministers so that all three parishes are consistent with the timing and procedures for resuming distribution.

b. Father Norberto Sandoval

Palm Sunday 2023
SNCP enjoyed a very successful Palm Sunday with over 375 people attending Mass and approximately 340 participating in the procession featuring a live donkey. Many photos are available on the SNCP website.

Called & Gifted Workshop
The Archdiocesan Called and Gifted Workshop took place on Saturday, April 29 at St. Dominic PAC. Nineteen individuals attended the Hispanic sessions. Thank you to our Hispanic parishioners who played a large part in providing the delicious luncheon.

Children’s Day
Día del Niño (Children’s Day) is celebrated on April 30. The holiday comes from Mexico and is a celebration of children and childhood. Candy and toys were given to SNCP Hispanic community children in recognition of this holiday.

Mother’s Day and Father’s Day
Cards will be sent to SNCP Hispanic community mothers and fathers.

Fund Raising Raffle
The fund-raising raffle for Hispanic ministries will return again this year. Watch the Bulletin and web site for details.

Mass in the Park
End Park in Sheboygan will be the setting for the June 25th Mass in the Park. More details to follow.

Eucharistic Revival
Spanish version prayer cards and a banner are being prepared.

Cleaning and Landscaping
Work is underway on the cleaning and landscaping on the south side of the church. A plan is being developed with a landscaper in Janesville who has generously agreed to donate stone for the project. Space for a shrine to Our
Lady of Guadalupe is part of the plan with a special area for individuals to bring their own roses in memory of a loved one. The timing of this project will depend on the completion of the Development Plan for the School and Parking Lot Sale which is expected in September.

5. **Plan of Action**
   a. **Pastoral Council Roster**
      i. **2023-2024 vacancies**
         1. St. Clement—one position
         2. St. Dominic—two positions
         3. Holy Name—two positions

   ii. **Communication Schedule – Bulletin and Pulpit Announcements**
       The first announcement appeared in last week’s Bulletin and will continue for three more weeks through the weekend of May 20-21. As vice-chair of the Pastoral Council, Joel Sandersen will reach out to nominees.

       Pulpit Announcements will take place the weekend of May 6-7. Joel Sandersen will develop a script for those who will be speaking. Following is the schedule:

       **Saturday May 6**
       5:00 p.m. St. Dominic Bob Mair

       **Sunday May 7**
       7:30 a.m. Holy Name Betty Macknick
       9:00 a.m. St. Clement Luann Bemis
       10:30 a.m. St. Dominic Joel Sandersen
       10:30 a.m. Holy Name Kevin Sander
       12:15 p.m. St. Clement Fr. Norberto

       In addition, Joel Sandersen agreed to appear in a video for the parish Facebook page and website.

   iii. **Discernment Timeline**
       - May 20-21 Notify candidates of their nominations.
       - May 27 Begin to reach out to candidates who are willing to discern.
       - June 3-4 Voting at Masses, if needed

6. **Old Business**
   No old business at this time.

7. **New Business**
   a. **Pastoral Council Meeting Schedule**
       Typically, no meetings are held in June and July. However, because the Town Hall Meeting on May 15th will replace the scheduled Pastoral Council Meeting of May 22nd, it was agreed to hold a Pastoral Council meeting on Monday, June 26.
Next Meetings:

May 15, 2023
Town Hall Meeting, 5:00 p.m. (Mass) 5:30 p.m. Meeting and Dinner
St. Dominic Parish

June 26, 2003
Regular Pastoral Council Meeting, 6:30 p.m. Dominican Hall, St. Clement (opening prayer: Ken Borowski; closing prayer: Mike Johnson)

Committee Reports – Due by the 15th of the month. Email to mjbugembe@gmail.com (Mary Jo Bugembe, Council Secretary).

Closing Prayer: Fr. Mark Brandl

Respectfully submitted
Mary Jo Bugembe
SNCP Pastoral Council Secretary
May 5, 2023