Present: Fr. Mark Brandl, Ann Scharrer, Beth Munns, Jo Mlsna, Jeanne Bitkers, Mary Karls, and Laura Graney

Excused: Fr. Norberto Sandoval, Julie Bulkow, Ron Spaulding, Dylan Zastrow, Sue Sellars, Matt Bayens, and Carol Loeffler

Meeting Chair: Ann Scharrer

Meeting opened with prayer at 6:30 PM, by Ann Scharrer.

**Meeting Notes from Jan. 9, 2023** were approved after removal of the words – “Has begun again”, in “Action Steps” portion of document. Jeanne Bitkers was thanked for taking the meeting notes from Jan. 9th, and including an “Action Steps” segment.

**Calendar:** Kate Reidel (ECHO student who presently oversees the RCIA program) was able to be in attendance, at the SNCP (Sheboygan North Catholic Parishes) Planning Meeting on Jan. 23, 2023. Great to have her in attendance!

**Headlines and Concerns:**

**Faith Formation** -- This program is in need of catechists, especially on Wednesday evenings. Fr. Mark suggested that a Faith Formation representative contact him to discuss this issue. May be a topic that should be brought to the attention of the Stewardship Committee, as they tend to “call for action” initiatives of time, talent and treasure. One possible solution could be to eliminate the Wednesday evening classes and only offer the Sunday morning classes. A possible consequence of this action, is that it could result in bigger classes for teachers to handle.

**Signage** – Jeanne Bitkers sent out an email prior to this meeting to SD Prayer and Worship Committee members, seeking input on what type of proper/visible indoor signage at SD would be preferred. This topic was brought up, primarily because some individuals are finding it difficult to locate the Reconciliation/Family Room. Discussion ensued, regarding other uses for the signs, how many signs to order, and where to put the signs when not in use. The parish will pay for the signs.

**Calendar:**

**Ash Wednesday (Feb. 22nd)** – Ann Scharrer made reference to the postcard that all parishioners should have received announcing Lenten/Easter activities to be held at our Northside Catholic
Parishes in 2023. The theme for this year is “Divine Love in the Cross”—Lent, and “Divine Love in the Resurrection”—Easter. The Adult and Children’s choirs will be singing at the 6 PM Mass. The Latin Kyrie will be utilized. Jo Mlsna asked Fr. Mark what verbiage should be recited by the people administering the ashes. The response from Fr. Mark was, “Repent and believe in the Gospel”. A question was raised regarding whether ashes would be administered at the nursing homes this year? Fr. Mark replied, “Yes, time permitting.”

**Stations of the Cross** will be held at SD, at 5 PM, (prior to the 5:30 PM Mass) on Monday nights, during Lent. The leaders for the Stations of the Cross, have been confirmed.

**Lenten Soup and Scripture Series** – St. Dominic Parish is responsible for hosting the evening of Tuesday, Mar. 7th. Kate Reidel will be the presenter that evening. Beth Munns sent out an email containing the “Sign Up Genius” link for interested individuals to sign up to volunteer for this event. Potential volunteers can also access this link via our Sheboygan North Catholic Parishes website. Jo Mlsna mentioned that we presently have one Eucharistic Minister (Ceil Mondloch) lined up for the Mass being celebrated this evening, at SC. She will contact Mike Short to recruit the second Eucharistic Minister for this Mass. Ann Scharrer volunteered to be lector at this Mass.

**Palm Sunday (Apr. 1st and 2nd)** – Fr. Norbie plans to have a donkey present as part of the “celebration” of Palm Sunday. It has not been confirmed yet, as to whether Fr. Norbie will be celebrating the 10:30 AM Mass at SD, or Holy Name of Jesus (HNJ), on Apr. 2nd. Stay tuned. The Easter Fair that is usually held in conjunction with the “celebration” of Palm Sunday, may or may not occur this year. Stay tuned. It was also noted, that spring break for the Sheboygan Area School District, will take place, the last week of March. This may or may not impact the number of children attending any planned Faith Formation activities. Jo Mlsna confirmed with Fr. Mark at tonight’s meeting, that the Passion dialogue will once again be utilized this year, during Palm Sunday Mass and Good Friday Service. We will be utilizing “Year A”. The spoken parts for the Congregation will be on the screens at SD.

**Holy Thursday (Apr. 6th)** – Fr. Mark confirmed that he would like to wash the feet of 12 Northside Catholic parishioners. Parishioners should come from all three parishes, and be a mix from various committees and groups, such as First Communicants, Confirmation students, staff, etc. Jo Mlsna will work in conjunction with Mary Petrie, to find the 12 Northside parishioners, to volunteer for this important role at this Mass. Fr. Mark would like the recruits to be seated facing the Choir at SD. The recruits should come to Fr. Mark, when it is time to wash their feet. He will wash only one foot of each recruit. Jo Mlsna to confirm with Fr. Mark, one week prior to Holy Thursday, the final logistics of the “foot washing” segment of the Holy Thursday Mass. Adoration will take in the Rabbouni Room at SD, immediately following the Holy Thursday Mass. Fr. Mark and/or Fr. Norbie to make an announcement regarding the location of Adoration at SD, during the Holy Thursday Mass, as well as one week prior at the weekend Masses at SD. It was suggested that extra chairs be placed in the periphery of the Vestibule facing the Rabbouni Room, so that more people could participate in Adoration. The Rabbouni Room cannot accommodate many people.
**Headlines and Concerns:**

**Placement of Risen Christ or Crucifix?** – The statue of the Risen Christ on the Mosaic will stay for now. Fr. Mark acknowledged that the glory of Jesus is revealed through His crucifixion on the Cross. Further discussion ensued. As a starting point, it was suggested that maybe we (SD) could replace our current Processional Cross, featuring the Risen Christ, with a new Processional Cross, depicting the crucified Christ. Fr. Mark stated willingness to peruse the Stemper’s catalog, for a Processional Cross, depicting the Crucified Christ. Once he has selected one, the parish will order it, utilizing monies that were gathered from the “Love One Another Campaign”, during the month of December 2022, and sent back to the parish to utilize, where deemed appropriate. This new Processional Cross will help our parish depict the “Divine Love in the Cross” Lenten theme for 2023.

**Live Streaming Masses** – Ann Scharrer has been in contact with Dave Leonhard. Dave Leonhard is in the process of obtaining quotes from three reputable companies that sell the technology for live streaming Church services. Note: We are looking at live streaming only; not editing or taping. There are so many possibilities for live streaming – i.e., weekend Masses, Funeral Masses, Wedding Masses, and Speakers (just to name a few). We are hopeful, that live streaming can take place at all three parishes, not just SD. Ann Scharrer will continue to touch base with Dave Leonhard for updates. Jeanne Bitkers, will touch base with Tom Dinolfo, regarding WiFi capabilities at SD. This topic will be tabled for now, until further updates become available.

**Alternating Sites for Easter Vigil and Holy Thursday** – Fr. Mark noted that he is not opposed to this idea. It won’t happen this year, as the Holy Week Masses are “set”. But, it is important to begin the discussion for next year and beyond, among representatives from HNJ and SD, as well as Fr. Mark and Fr. Norbie.

**Recruitment and Training of Lay Leaders to Do a Communion Service in the Absence of a Priest** – Fr. Mark stated that before we initiate any training of lay leaders, he would like to check with Fr. Nate (Archdiocese of Milwaukee) regarding what the proper procedure is for handling a scenario where a Priest doesn’t show up for a Sunday or weekday Mass.

**Blessing of New Families** – Ann Scharrer inquired on behalf of the new Welcoming Committee (comprised of members from all three parishes), if we could offer a blessing over new members at Mass, on a quarterly basis? Twice a year basis? Other? No final decision was reached tonight. It was recommended that we have a “Name Tag Sunday” once a year. It is important to have someone available to say “Hi!” to new members, when they are at Mass. This could be a “Greeter”, or a member from the “Welcoming Committee”. Although no final decision was made on how often blessings will occur, it was decided that it should be held at the 10:30 AM
Masses at HNJ and SD, and the 9:00 AM Mass at SC. Reserved seating signs should be placed at each parish for the new member families to sit in, when blessings take place. It would be nice to tie in the new member blessing events with first weekend socials, when feasible. Fr. Mark would like to write a letter to each new family, incorporating “What can we do for you?” and “What can you do for us?” components. He will discuss logistics of implementing this idea with Lori Woelfel and Mary Petrie. Ann Scharrer and Jeanne Bitkers have been collaborating over ideas of what to include in a “Welcome to New Members” section of our SNCP Bulletin.

Speaking of blessings, do we want to offer quarterly blessings to expectant parents? Possible topic for a future Elizabeth Ministry meeting.

**Railings Near Altar** – Should there be railings on one side of the Altar? Both sides? Fr. Mark stated that he is neither for nor against the idea at this time. He would need to give it some thought. This decision impacts “Buildings and Grounds”. So, they need to be part of this discussion. Jeanne Bitkers volunteered to send members of the SD Prayer & Worship Committee, as well as Fr. Mark, pictures of railings that she has seen at other Churches; some in person; some online. Keep topic as a future agenda item.

**Altar Set Up** -- Everything to remain status quo, until flu season is over. There is talk that Archbishop Listecki may bring back distribution of wine, to parishioners, as part of our celebration of the Eucharist, at Pentecost. Again, at this time, it is just in the talk stage. Topic is tabled for now, until the directive has been delivered by Archbishop Listecki that Communion can now be delivered under both species.

SD is still looking for a few Eucharistic Ministers to take Communion to the Homebound. So far, a few HNJ parishioners, have graciously taken on the task of delivering Communion to a few SD parishioners.

**Lost and Found** – Items have been accumulating in the Ushers Room. Running out of space. In fact, presently one wheelchair is being stored in the Rabbouni Room, because of space issues. It was suggested that a “Lost and Found” announcement be drafted for inclusion in our SNCP Bulletin. Maybe “Lost and Found” items can be put out on a table in the Vestibule or Gathering Space in conjunction with a “First Weekend Social”. After that weekend, remaining items can be discarded.

**Thank You Card for Rebecca Rupnick** – Ann Scharrer has graciously agreed to purchase a “Thank You” card, to be sent to Rebecca Rupnick, in appreciation for her years of service to our parish. Look for the card, in Ann’s mailbox, in the Ushers Room. Monetary donations can be placed inside the card, if desired. Card will be kept in Ann’s mailbox for 2 weeks.

**Action Steps:**

1. Faith Formation Representative (possibly Dylan Zastrow) to touch base with Fr. Mark regarding lack of catechists for Wednesday evening – Faith Formation classes.
2. Jeanne Bitkers to pursue purchase of proper/visible indoor signage at SD.
3. All SD Prayer & Worship Committee Members to continue recruitment of parishioners to fill roles at Lenten Soup and Scripture event hosted by SD, on Tuesday, Mar. 7th. Event is held at SC, but this evening is hosted by SD.
4. Jo Mlsna to work in conjunction with Mary Petrie, to find 12 parishioners, (with representation from each of the three parishes, and from various groups and committees), to volunteer to have their feet washed at the Holy Thursday Mass, to be held at SD, on Apr. 6th.
5. Jo Mlsna to touch base with Fr. Mark regarding final logistics pertaining to the celebration of the Holy Thursday Mass at SD, one week prior to this date.
6. Fr. Mark and Fr. Norbie to announce placement of “Adoration Chapel” (in Rabbbouni Room at SD) to parishioners attending the Holy Thursday Mass on Apr. 6th, as well as one week prior at weekend Masses at SD.
7. Fr. Mark to peruse Stemper’s catalog for a new Processional Cross to be utilized at SD depicting the crucified Christ. Fr. Mark to place order, utilizing funds received from the “Love One Another Campaign”.
8. Ann Scharrer to continue to touch base with Dave Leonhard regarding status of live streaming project.
9. Jeanne Bitkers to touch base with Tom Dinolfo regarding status of WiFi update at SD.
10. Representatives from HNJ and SD to meet, along with Fr. Mark and Fr. Norbie to discuss the possibility of alternating sites for Easter Vigil and Holy Thursday.
11. Fr. Mark to check with Fr. Nate (Archdiocese of Milwaukee) regarding procedure for handling a Mass when a priest is not present.
12. Welcoming Committee to schedule “Name Tag Sunday” once a year.
13. Ann Scharrer and/or other representative of the Welcoming Committee to touch base with Fr. Mark regarding when blessings for new families will occur.
14. Representative from the Elizabeth Ministry to touch base with Fr. Mark regarding how often blessings for expectant parents will occur.
15. Fr. Mark to draft letter to “welcome new families” to parish. Letter to feature – What can we do for you? What can you do for us? components. Fr. Mark will work out logistics of letter in conjunction with Lori Woelfel and Mary Petrie.
16. Jeanne Bitkers to send pictures of various Churches that feature railings next to their Altars, to members of the SD Prayer and Worship Committee, as well as Fr. Mark and Fr. Norbie.
17. Jo Mlsna will comprise a “Lost and Found” announcement to be placed in our SNCP Bulletin, describing the need for people to either claim their “lost and found” items, or they will be disposed of.
18. Ann Scharrer to purchase a “Thank You” card for Rebecca Rupnick. All SD Prayer & Worship Committee members, along with Fr. Mark and Fr. Norbie, are encouraged to sign it. Card will be kept in Ann Scharrer’s mailbox inside of the Usher’s Room at SD, for 2 weeks. Monetary contributions can also be deposited in the card, if desired.

Closing – Ann Scharrer led us through today’s “Gospel Reflections by Bishop Robert Barron”. In particular, she asked us to pay attention to the last paragraph – “One of the most fundamental statements about faith is, your life is not about you. You are not in control. God is. You are an integral part of God’s design. To believe this in your bones, and act accordingly, is to have faith”.
Meeting Ended: 8:42 PM

Next Meeting: April 2023 – Final date TBA

Meeting Chair: Jeanne Bitkers. Jeanne will check with Mary Petrie, in regards to what Mondays in April, Fr. Mark is scheduled to celebrate Masses at SD. She will send this information to Beth Munns, for inclusion in the drafting of the April 2023 SD Prayer and Worship Committee Agenda.

Note Taker: Jo Mlsna

Notes recorded tonight by Laura Graney