

QUEEN OF APOSTLES PASTORAL COUNCIL

MEETING MINUTES

Chairperson: Christy Rosenberger

Secretary/ Minutes: Mike Szocs

Date/Time: Wednesday, September 16, 2020 6:30 p.m.

Location: Grellinger Hall

Participants: Father Chuck, Stephanie Fong, Anna Grzeszczak, Debbie Hanfler, Helena Keeley, Cindy Klopp, Kathy Korn, Christy Rosenberger, Dale Servais, Mike Szocs, Becky Wagner, John Schueller

Excused: Mike Hausman

Guest(s):

Item	Discussion	Next Steps & Responsible Party
Prayer	The meeting began on time with a prayer.	Next prayer leader is Cindy
Introductions	None	
Minutes	The minutes were approved as written.	
Father's Update	<ul style="list-style-type: none"> • Reminder of Bubba's night on September 22nd from 3-9. • Father Carlos will be concelebrating Mass with Father Chuck on Saturday, October 17th at 5:00. Father Carlos' departure, with Covid was not the way any of us planned and he wants to come back and say a proper goodbye and thank you to us. • Father Peter and Father Joe really liked coming here. • Sunday September 20th is Catechetical Sunday. Given current situations, there will be a blessing for teachers, students, parents, and catechists....all who are involved in the educational process. • Welcomed Dale as Trustee Secretary. • There was a conversation about norms and updating our appendix. Father suggested we form a committee to look at norms and look at potential changes we may need to make. 	Christy, Mike and Father will meet to review Norms.
Trustee Update	None	
Council Items	<p>Youth and Young Adult (Anna)</p> <ul style="list-style-type: none"> • No report <p>Lifelong Faith Formation (Stephanie and Cindy)</p> <ul style="list-style-type: none"> • See attached LFF notes. • There was a question about the LLFF report concerning First Communion and Reconciliation being at home and on their own schedule. We believe this to be over and above the regular program for 2nd grade and the plan as things stand now. 	

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	<p>Human Concerns (Debbie)</p> <ul style="list-style-type: none"> • Bereavement team has been asked to think about something that is troubling them. They are going to make a collage from what they contribute. • There will be a need for volunteers for funeral lunches. Request for volunteers will be in bulletin. • Tom Pipines is still working on ProLife. There will be a baby shower on October 16 looking for diapers and wipes. • Carol Fitzpatrick has been busy with St. Vincent DePaul requests during this time. • The Giving Tree and Poinsettias will be going on this year. More info to follow. • Christian Women want to do thank you cards for those who have been calling our parishioners: Steph, Kathy K. and Helena. <p>Prayer and Worship (Kathy K)</p> <ul style="list-style-type: none"> • Always a need for cleaners after Masses • Steph said Brian indicated there is a new technology for singing in multiple locations • Christy asked if people can bring the Eucharist to the homebound. The answer is yes. If someone does not have a person to come to church for them, they may call the office to make a request which we will try to fill. <p>Stewardship / Volunteerism (Becky)</p> <ul style="list-style-type: none"> • A lot of time was spent by the commission on the timeline for the campaign. Kickoff is first week in October. Looking for more young people to do testimonials. Becky's son and Anna are on and looking for one more. Stephanie is doing a Stewardship testimonial. • Stewardship thought maybe put pictures of councils with names in packet. • Looking for prioritization as of today of what are our greatest needs for volunteers. We know that we continue to have a need for ministers for liturgies. • Becky will touch base with Liz about contacting some students about service hours. <p>Finance (Helena)</p> <ul style="list-style-type: none"> • See attached Finance and Cemetery notes. <p>Strategic Plan (Mike S)</p> <ul style="list-style-type: none"> • Mike distributed a summary of where we are at with the strategic plan, asking all council members to review and provide their thoughts on priorities and what we might let go of by Sept 26. • Christy and Mike are meeting with Liz to begin working on the learnings of DMI along with what was left unfinished on the Strategic Plan to establish where our biggest needs are. 	<p>Kathy will follow up with Brian regarding Communion for homebound procedure.</p> <p>Christy will get Stephanie/Becky Ministry Booklet</p> <p>Get comments to Mike S regarding Strategic Plan summary</p>
Council Items	<ul style="list-style-type: none"> • Christy asked if Dale would continue as a Deanery representative. She has volunteered to be the other representative, replacing Mic. • Christy explained that we now have a vacancy on PC with Dale becoming Trustee. She has recommended 	

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	<p>that Stephanie become Secretary, Mike S. move to fill the Vice Chair position. That leaves the liaison role on Finance. Since Mike has expressed interest at election time, she will move to Finance liaison with Helena, but will still assist with Strategic Plan/DMI. The Council agreed with the recommendation.</p> <ul style="list-style-type: none"> • There is someone who has volunteered to be on PC replacing Dale. Christy did not have a chance to speak to this person before the meeting, but will soon so we can discuss in October. 	
New Items	<ul style="list-style-type: none"> • Helena asked about the decision to make voting in person a requirement for the Trustee Election. Given Covid, there were people who wanted to vote and couldn't. Father did not know if this was from the Arch. The election was structured to try to make sure it was equitable. • Question of masks came up. Can we have people sit off by themselves if they won't wear a mask? Unfortunately, this is an Arch and Governor Evers order. • The Knights of Columbus Golf Outing donated \$1000 for technology that we have used in the streaming of our Masses. Cindy says there will be more donation allotted to us from this year's outing. • Discussion of potential drive-thru fish fry. • Meal program continues to be on hold. 	
Next Meeting Agenda Items	Next meeting is Wednesday, October 21, 2020 at 6:30 p.m. in Grellinger Hall.	Prayer Leader will be Cindy
Closing Prayer	The meeting ended with a prayer.	

Attachments: Lifelong Faith Formation Notes, Finance and Cemetery Updates

Finance Update – 9/15/20

For August 2020

Balance Sheet

- Cash increased \$27,740 for the month of August to give us a total of \$96,930.
- Cemetery Fund increased \$3,500 from the sale of plots.
- Current Liabilities increased \$22,510 primarily due to the \$17,130 invoice for St. Mary's legal fees from our attorney.

Income Statement

- Revenue for August came in \$13,350 favorable to budget. The largest increases were from envelopes \$6,200 and donations \$6,100. Y-T-D we are \$17,400 favorable to budget.
- Expenses are in control as we are favorable to budget \$6,550 for the month and \$13,670 Y-T-D.

Net Income came in \$19,840 favorable to budget for aAugust. This gives us a favorable Y-T-D variance \$31,280.

Cemetery Update – August, 2020

Metrics:

Break down of Number of burials (or interments) by month:

	TOTALS	St. Mary's	Sts P&P
[2018 Totals]	[14]	[13]	[1]
[2019 Totals]	[13]	[12]	[1]
January, 2020	0	0	0
February, 2020	2	1	1
March, 2020	1	1	0
April, 2020	1	1	0
May, 2020	0	0	0
June, 2020	0	0	0
July, 2020	0	0	0
August, 2020	1	1	0
2020 Totals	5	4	1

Number of Cemetery Plots (and ½ Plots) Purchased:

	Running Totals (full & ½ Plots)
[2018 Totals]	[26]
[2019 Totals]	[17]
January, 2020	0
February, 2020	0
March, 2020	0
April, 2020	0
May, 2020	0
June, 2020	0
July, 2020	3
August, 2020	2
2020 Totals	5

Updates: none

Did you know?

Who invented the cemetery?

Ancient Cemeteries:

The Greeks started burying their dead since at least 3000 BCE. However, history shows that there were burial rituals in Egypt since 6000 BCE!

An organized **cemetery** (the Greeks) was established around 1200 BCE.

<https://www.ancient.eu/timeline/burial/>

The word *cemetery* (from **Greek** κοιμητήριον, "sleeping place") implies that the land is specifically designated as a burial ground and originally applied to the Roman catacombs. The term *graveyard* is often used interchangeably with cemetery, but a graveyard primarily refers to a burial ground within a churchyard.

LFFC notes 8/31/2020 with updates 9/14

We are on the lookout for new members for LFFC. Liz hopes to encourage parents of younger families to join us.

Strategic Plan objectives on hold while we sort out our approach to the new school year for catechesis. If we go with a family style program in the elementary grades, this will work towards SP objectives to involve families in the catechesis of their children.

We reported that PC is interested in what other parishes are doing for their catechetical situations. Liz is on several calls and meetings and has an idea of what different parishes are doing. The general consensus is that programs will start late out of a desire to not overwhelm parents as school is starting up. Other parishes with schools are mirroring the approach of the public schools; ie: in - person, online and hybrid scenarios. Spirituality is critical at this time. We are committed to doing the safest thing, keeping the message simple.

DMI: . 8 people have been watching the DMI analysis videos. Next steps are to get these people together, have them summarize next steps for us & thank them for their help. Need to see how the DMI and Strategic Plan correspond. Father Chuck is getting up to speed on the DMI

Liz reported on the results of the survey she did of FF families. About 50% responded, which Liz thought was encouraging. Across all grade levels the results were about the same: 60% want in person classes and 40% prefer an online option. The schedule will be:

K4- 5th grade Sunday morning IN PERSON or Monday evening ON ZOOM
Middle School and High School IN PERSON and ZOOM options
Confirmation prep In PERSON and ZOOM options
Communion / reconciliation prep MOSTLY AT HOME ON OWN SCHEDULE

We need to recruit more catechists.

For the elementary program, Liz is considering using a new model being employed in the Archdiocese of Atlanta. The model uses a family meeting structure for the program 3x month. It is project based. Week 1 is the explanation of the family project. Week 2 the family works on the project together (no formal class meeting time). Week 3 the families present their projects. Example: Week 1 The Home is the Domestic Church Week 2: Families make their own altar Week 3: Families explain and present their family altar.

The new school year will launch in October. Registration is open until September 22. Once we see what the registration numbers are for each grade we can make decisions on formats and materials.

Discussion of the new “normal” articles.

Bible Timeline classes began Sept 2 and 3rd

Catholic Comeback officially announced we are in Phase 2. This mostly affects how many people can be at Mass (can be more than 25% if space allows for safe social distancing). The guidelines have not changed for FF.

Liz will ask for help as needed. Holy Spirit to guide us. Impossible situation, there will be failure, but that is part of the process!

Next meeting: Tuesday, October 6 at 6:30pm

Respectfully submitted,
Cindy Klopp and Stephanie Fong

Strategic Plan Summary Document 9/2020

Leading and Organizing the Vision

Started with 6 Objectives with 3 to 5 action items for each objective. 9 of 18 action items complete. Performance review process for staff has not begun.

- 2 of 4 action items for identifying and training new leaders are complete
- 1 of 3 action items for recruiting and training parishioners to serve on new commissions has been complete

Parish Ministries

Prayer and Worship

- 6 of 7 action items for Develop Strategies for Evangelization and the Sunday Mass. To be completed . The last item was increase youth involvement. There was a Youth Mass in January. Not sure if that was successful
- An action item for the use of music that is more engaging for youth and young adults was also touched by the Youth Mass. Again, not sure of the success

LLFF

There were 9 objectives as LLFF was divided into Christian Formation, Youth Ministry, and Adult Formation. Christian Formation:

- 1 of 2 action items were completed for the Objective to increase opportunities for parents to participate.
- 2 of 3 action items completed for Develop a Christian Formation marketing program
- Feedback from parents is shown as ongoing plan for growth and enhancement of Christian Formation

Youth Ministry:

- 1 of 3 action items completed for Identify methods and components which will engage youth more effectively
- 1 of 2 action items completed for Form a network of young adult volunteers to assist with youth ministry.
- 3 of 3 action items completed for Establish more Youth Ministry Activities

Adult Formation

- 3 of 4 action items completed for develop a ministry to the young adult population. Need to form a core team
- 2 of 3 action items completed for establishing a core team of adult leaders to strengthen and expand faith formation opportunities for adults in the parish. Need to develop roles and a training program for core team leaders.
- 1 of 3 action items completed for establishing an evangelization committee

Human Concerns

- 3 objectives for this commission. Objective 1 with 4 action items is completed
- Objective 2 on outreach has 1 of 2 objectives complete.
- Objective 3 was dependent on young adult volunteers

Stewardship

- 4 objectives. Most are complete. The one still in process is Provide a process for parishioners to discern their gifts and talents and to use these talents to service other.

Parish Administration

Finance

- There were 3 objectives. The 1 still needing attention is Work with Stewardship to develop a program of planned giving and estate planning.

Facilities

- There were 3 objectives. The 1 still needing attention is Assess the technology use and needs of the Parish, then develop a strategy for the ongoing replacement of equipment and the development of technology usage.

DMI

- To start off, we were to look at the data to find things we do well and challenges. 36% of those who took the survey felt strongly that we make information easy to find. We did well on being welcoming also.
- One challenge is we have 37% taking the survey would be in what we would consider our detractor group....neither agree or disagree, or disagree or strongly disagree with: Parish helps me grow spiritually.