

QUEEN OF APOSTLES PASTORAL COUNCIL

MEETING MINUTES

Chairperson: Kristine Schroeder
Date/Time: July 19, 2017, 6:30 p.m.

Secretary/Minutes: Christy Rosenberger/Kris Schroeder
Location: Grellinger Hall

Participants: Father Chuck Hanel, Jose Gonzales, Mike Hausman, Lydia Heinen, Helena Keeley, Mic Pietrykowski, Christy Rosenberger, Kristine Schroeder, Dale Servais, Steve Szocs

Excused: Chuck Andrychowicz, Joanne Brandtjen & Cindy Hill

Guest: --

Item	Discussion	Next Steps & Responsible Party
Prayer	The meeting began on time with a prayer provided by Chuck Andrychowicz	Joanne to lead August prayer.
Welcome/ Introduction	Bill & Dorothy Neumann & Rita Michaletz – Parishioners joined to gather information and become more informed on what is going on in the parish.	
Guest	--	
Minutes	The June minutes were approved without changes.	To be posted and printed for back of church.
Father's/Trustees' Updates	<p>Father Chuck provided the following updates:</p> <ul style="list-style-type: none"> - Sr. Betty Vetter of Sisters of the Divine Savior attending all Masses this past weekend (July 15th & 16th) - Blest Art will be visiting our Parish the weekend of July 29th & 30th. We also have Fellowship Weekend that same weekend and they will be set up in Grellinger Hall as well. - Feasibility Committee will be taking a tour of Spring Creek Church & St. Anthony on the Lake to obtain ideas and input on how they attract and engage Youth & Young Adults as well as various other Programs offered; also looking at technology-, space (classrooms/meeting rooms)- and building (structural)-related items to get ideas for expanding - Finance Council terms are 2 years and 3 members are appointed by Father Chuck. Jim Fischer & Troy Hauptert have renewed and Jim Lenihan was appointed to fill the open position. - Father will be gone the First Weekend in August (August 5th & 6th) – Fr. Drensic (sp?) will fill in all weekend <p>Trustee – Comments will be provided during other portions of the meeting.</p>	
Commission/ Committee Reports	<p>Lifelong Faith Formation (Christy)</p> <p>Youth</p> <ul style="list-style-type: none"> – Christian Formation registration packet responses are coming back daily. – 2 youth will be participating the week of July 24th at a Summer Outreach Camp doing community service. – Beth and Liz met with the organization Blessings in a Backpack. Helps K-5 kids who receive free or reduced price school lunches. They are looking at volunteer opportunities to incorporate with Christian Formation. 	

Item	Discussion	Next Steps & Responsible Party
	<ul style="list-style-type: none"> - Donated / served food at the MacCanon Brown Homeless Sanctuary on June 23rd. Look at future options. <p>Young Adult</p> <ul style="list-style-type: none"> - Archdiocese is encouraging Parishes to join small groups. QoA is offering a 3-week group session on Tues. nights starting Aug 1st entitled "Exploring the God Question." - Continue meeting with other local Parishes to get to know each other and talk about possible collaborations. <p>Adult Ministry</p> <ul style="list-style-type: none"> - Alpha – Returning (Sept. 19 – Dec. 14) Tues. evenings at QoA and Thurs. mornings at St. Anthony’s. Registration opens Aug 1st. Recruiting volunteers. Training sessions coming up in August for volunteers. - RCIA -- Collaboration of QoA and St. Anthony’s. The process is year-round and folks can join at any time. PR blitz underway; however, no participants at this time from QoA. - Baptism Prep – Firming up schedule and curriculum. - Adult Bible Study -- Continue to assist the Adult Bible Study with PR, curriculum selection, and video streaming. Two daytime offerings are scheduled from September through October and from November through mid-January. Considering evening offerings. - Marriage Prep -- Liz continues to manage the FOCCUS account for marriage preparation. <p>Finance and Administration (Steve/Mike/Helena)</p> <ul style="list-style-type: none"> - 2016-17 Books Closed by John Schueller - \$2,500 ahead of Budget – Kudos to the staff! - The Estimates for the Organ remain as Placeholders with \$25,000/Each year – Solid Estimates – Finance Council with work with John S, Brian McLinden & Bob Meyer to identify options to present to the Pastoral Council. We also have designated Donations from Parishioners that will be allocated to the repairs. - Property Sale – a lot of interest – no decisions have been made other than we are not contracting a broker at this time. - Cemetery Expansion will be problematic – State/Village requiring 20 acres for new Cemeteries as well as require an active church in the vicinity. Bob Meyer & the Boy Scouts are checking the plots to determine what remains vacant. Information for Sts Peter & Paul were found at the Rectory. <p>Human Concerns (Helena)</p> <ul style="list-style-type: none"> - Gerry has moved the HC Monthly meetings to the 2nd Wednesday of the month to accommodate a Common meeting night. - Claire Patch is putting in Pro-Life Articles in upcoming Bulletins - Liz White indicated that for the Month of September, the Prayer Shawl Ministry members will be present at all Masses as Greeters <p>Prayer and Worship - Nothing to Report</p>	

Item	Discussion	Next Steps & Responsible Party
	<p>Stewardship and Volunteerism (Dale)</p> <ul style="list-style-type: none"> - Continuing to contact people that have expressed interest in joining committee - Friday, November 3rd and repeated Saturday, November 4th – <i>Spirituality of Stewardship Leadership Conference</i> will be at the Cousins Center – focus moving from Mission to Maintenance – Dale will attend and will plan on 2 – 3 Parish Leaders from the Stewardship Committee to participate <p>Youth and Young Adult (Lydia)</p> <ul style="list-style-type: none"> - Reported on the St. Robert’s Mission Trip to Kansas City. Wonderful Opportunity and looking forward to increasing QOA’s participating next year. Shareholders Reception will be Thursday, August 17 where a presentation will be given. Lydia will work with Liz Kuhn to promote the trip to Christian Formation Classes. Lydia’s group stained decks, painted soffits <p>Strategic Planning (Kris)</p> <ul style="list-style-type: none"> - Per Mic P, The Finance Council will appoint a Liaison from the FC to work with the newly formed Personnel Committee – a letter will go out to Karen Schroeder & Lenora Herrera who will be heading this Committee. - Now that the New Liaison Assignments are established, we will regroup and be sure we are still on track and the new liaisons understand their role to drive the Plan in their respective groups. 	<p>Dale/Joanne working on summarizing findings for distributions to those that participated</p>
Council Items	<ul style="list-style-type: none"> - Weekly Attendance and Contribution Numbers reviewed. - Lisa K when through the Parish Calendar in the last Staff Meeting. P&W & HC meetings have been scheduled along with the monthly Pastoral Council & Finance Council meetings. 	<p>Kris will touch base with Mary Tannis & Cindy Hill (P&W) to verify if their meeting will be changed as well</p>
Ongoing Items	<p>Update on Feasibility Planning Committee – Per Father’s update</p> <ul style="list-style-type: none"> - July 29th – Tour Spring Creek - July 31st – Tour St. Anthony’s on the Lake - There was apparently some confusion by parishioners regarding the Bulletin Announcement – we are NOT looking to combine or move our Parish to Spring Creek – we are only obtaining Ideas to incorporate as we design and build onto our Capitol Drive Campus. <p>General Questions –</p> <ul style="list-style-type: none"> - Looking to understand and set expectations for the process related to the Home Bound who would contact the Parish for a visit and distribution of Communion. Should expect contact within 24 hours, typically by Lisa in the office. Lisa will contact Bruce Nogalski who will contact the Parishioner to set up a date and time to meet and distribute Communion. We need to be sure that the recipients are aware that Communion will be given when sick or home bound. Should not surprise or catch the parishioner unaware as they need to be 	

Item	Discussion	Next Steps & Responsible Party
	<p>prepared to receive the Sacrament.</p>	
<p>New Items</p>	<p>Emergency Guide (Dale/Cindy) –</p> <ul style="list-style-type: none"> - Kudos to Cindy Hill for putting this together. John Schueller has review the Emergency Response Procedure fold and thinks it looks great. Questioned who will administer and update the guide – Dale indicated that he and Cindy will take responsibility for that. - Staff Training has been done, Ushers will have a class along with First Aid training – Dale to coordinate. <p>District Deanery Representatives – need 2 volunteers</p> <ul style="list-style-type: none"> - Meet 2 times per year, next meeting in October – Steve Szocs to confirm date and time. - Members asked to Discern this opportunity and the topic will be revisited in our August meeting. <p>2017-2018 Pastoral Council Liaison Assignments and Selection of Pastoral Council Officers –</p> <ul style="list-style-type: none"> - Liaison Assignments: <ul style="list-style-type: none"> o Life Long Faith Formation – Christy Rosenberger & Jose Gonzales o Finance & Administration – Chuck Andrychowicz & Helena Keeley o Human Concerns – Steve Szocs o Prayer & Worship – Cindy Hill (Cindy will also facilitate the Common Meeting Night) o Stewardship – Dale Servais & Joanne Brandtjen o Youth & Young Adult – Lydia Heinen o Strategic Planning – Kris Schroeder - Officers: <ul style="list-style-type: none"> o Chair: Kris Schroeder o Vice Chair: Christy Rosenberger o Secretary: TBD 	<p>Kris to reach out to Cindy Hill before our next meeting to see if she would be willing to take on the Role of Secretary. If she is not interested, then Dale Servais indicated he will fill the role.</p>
<p>Next Pastoral Council Meeting</p>	<p>Next Pastoral Council Meeting – Wednesday, August 16, 2017 – Grellinger Hall, 6:30 p.m., Joanne Brandtjen Prayer Leader</p>	

Item	Discussion	Next Steps & Responsible Party
Concluding Prayer/Blessing	The meeting closed with prayer	