

QUEEN OF APOSTLES PASTORAL COUNCIL

MEETING MINUTES

Chairperson: Kristine Schroeder
Date/Time: January 17, 2018, 6:30 p.m.

Secretary/Minutes: Christy Rosenberger
Location: Grellinger Hall

Participants: Father Peter Drenzek, Joanne Brandtjen, Jose Gonzales, Mike Hausman, Cindy Hill, Lydia Heinen, Helena Keeley, Mic Pietrykowski, Christy Rosenberger, Kristine Schroeder, Micheline Szocs

Excused: Father Chuck Hanel, Chuck Andrychowicz, Dale Servais

Guest: --

Item	Discussion	Next Steps & Responsible Party
Prayer	The meeting began on time with a prayer provided by Mic Pietrykowski	Christy to lead February prayer.
Welcome/ Introduction	Father Peter Drenzek attended, as Father Chuck is on sabbatical. Father Peter gave a brief overview of his role in Father's absence.	
Guest	--	
Minutes	The December minutes were approved with changes.	Kris will provide to Lisa for posting.
Father's/Trustees' Updates	<p>Father Peter provided the following updates:</p> <ul style="list-style-type: none"> - As temporary Administrator for QOA, Archdiocese does not have guidelines for his participation with Father on sabbatical - Will begin weekend Masses the last weekend of January, had prior commitments for first few weekends - Received letter about missionary co-op summer match-up, will talk to John Schueller <p>Trustee updates:</p> <ul style="list-style-type: none"> - None. 	
Commission Reports	<p>Lifelong Faith Formation (Christy/Jose)</p> <ul style="list-style-type: none"> - Confirmation retreat runs January 19th – 21st. - Alpha starts January 31/February 1 through May 2/3. St. Anthony's will host Wednesday nights and QofA will host Thursday mornings. - Next adult Bible study being promoted (The Bible and the Virgin Mary) and it will run February 7th – May 2nd. - Looking at trifold brochure and may do a single page handout instead. Jose will work up the one-page template and see where it goes. <p>Finance and Administration (Helena)</p> <ul style="list-style-type: none"> - Finance Council did not meet. - The December numbers were hard to decipher, but we are still favorable to the budget. - Overall, the Year-to-Date Budget (July to Present) is short, however Favorable to budget for January 2018. 	Jose working on single page handout

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	<ul style="list-style-type: none"> - Bob Meyer continues to work on updating the cemetery information. He is 100% done with entering the information he has for St. Peter and Paul grave sites into the software and about 50% done with entering the information he has for St. Mary's grave sites into the software. - Update on the sale of the property – 3 prospective buyers; one prospective buyer still talking to the Village before putting together a solid offer. <p>Human Concerns (Kris)</p> <ul style="list-style-type: none"> - Bereavement: Pat Monfrey put together a procedure manual for funeral lunches and it is in the kitchen; Annette Lewis is in charge of the kitchen during funeral activities; 2nd and 4th Thursday “A Journey Shared” meets at 4 Star Family Restaurant in Pewaukee, have been meeting for 2 years; 3rd Thursday the team has a funeral planning meeting with Father. - Home Outreach: Michelle goes to over five facilities with approximately 8 to 15 people each; Bruce goes to approximately 7 people's homes; Jerry does some of the services also; Rosary being said at Legacy by Gerry and she has found a sub for her vacation time. - St. Vincent Meal Program: fresh fruit went over well. - Giving Tree: success; \$910 given in gift cards. - Music Ministry: Went to Brookfield Highlands - Respect Life: January 22 prayer service at QofA with Deacon Gene; Blessed Savior Parish in Milwaukee has the Archdiocese's service; for spiritual adoration and in conjunction with Roe v Wade anniversary, started an adopt a child program where you get to name the child and pray for them for 9 months, at the end of 9 months there will be a baby shower for the families, will be introduced at Mass and cards available at information booth. - Welcome Baskets: Liz put together three given out Jan 13/14. <p>Prayer and Worship (Cindy)</p> <ul style="list-style-type: none"> - Bell Choir: Putting together for Easter services, approximately 8 signed up so far. - Organ: Spending the money to get it fixed right; mostly through private donations. - Decorations for the Christmas season: Done by Gayle Dragotta, beautifully done. - Order of Worship: Cycle B; trying to make sure cycle shows on front cover. - Information Desk: Should have an inventory list of what is there; people should take a tour of the desk - Hand sanitizer: Discussed where to place hand sanitizer, especially during this flu season; talked about stations by altar, settled on putting it by three entry doors into Church and putting it near the altar for the Eucharistic Ministers. <p>Stewardship and Volunteerism (Dale/Joanne)</p> <ul style="list-style-type: none"> - Trifold: working on template for trifold and work with Jose on possibly doing a single sheet; include QR code per ministry? - Ministry Book: Send Word document to Brian - Communication: Kris to help with communication piece to Stewardship - G3 training: Lisa, Liz, Beth, Karen and Kris attended; focused on communication such as using technology 	<p>Trifold template Work with Brian to get ministry book printed Kris to follow-up regarding QofA</p>

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	<p>used in faith formation, Church presence in media, provided feedback on good Church websites, timely since we need to update our website to re-up with the Pewaukee Chamber of Commerce, good websites St. Roman's (www.stromans.com), St. John Vianney web link for ministry book</p> <p>Youth and Young Adult (Lydia)</p> <ul style="list-style-type: none"> - Speaker on Human Trafficking previous weekend - Confirmation retreat this Friday through Sunday - Lydia attending St. Robert and Holy Family Mission Trip this summer; going to St. Louis to help underprivileged kids with homework and after school care, Knights of Columbus sponsoring Lydia - Pewaukee High School performing Les Mis Feb 15-17; several QofA students participating <p>Strategic Planning (Micheline)</p> <ul style="list-style-type: none"> - Met with Prayer and Worship Commission <ul style="list-style-type: none"> · Going through strategic plan very valuable as look at plan and what has been accomplished and where parish is vs. 2015 when plan written. · Many items completed or ongoing: 2 times annual lecture series done, gift bearers – families are signing up, encourage use of Parish library (physical space makes it hard to use since many things going on, try and encourage use during fellowship weekends). · Found that what were important issues in 2015 no longer as important, things have naturally balanced out and corrected itself. · Working on handbell choir and increased youth involvement in Mass. - Other Meetings: Human Concerns January 25th, in March with Stewardship Commission, then cycle will be complete - Will communicate some of the updates in the bulletin, maybe “Did You Know” 	<p>website.</p>
<p>Council Items</p>	<p>Common Meeting Night</p> <ul style="list-style-type: none"> - Due to Ash Wednesday, the Common Meeting Night for February will move to February 7th. In March, it will resume its second Wednesday of the month schedule - There will be an Active Shooter speaker at the February 7th meeting. <p>Feasibility Study</p> <ul style="list-style-type: none"> - No updates. <p>Parish Numbers</p> <ul style="list-style-type: none"> - Discussed during Finance Commission notes. 	<p>Cindy will post in bulletin that meeting is a week early.</p>
<p>New Items</p>	<p>Newspaper Advertising and Pewaukee Chamber of Commerce Membership (Kris)</p> <ul style="list-style-type: none"> - We were out of the ads, but will be back in Lake Country Now – 4 weeks, \$62 for 1x3 ad - Have been in the fish fry food section. - Will be in listing for Easter and Christmas Masses 	

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	<ul style="list-style-type: none"> - Pewaukee Chamber of Commerce – Father wants us to get the website updated before we rejoin the Chamber. <p>Archdiocese Newsletter</p> <ul style="list-style-type: none"> - Can go electronically - Put ministry leaders on the lists too 	
Ongoing Items	<p>Information Booth</p> <ul style="list-style-type: none"> - Checklist to be created of what is there - Next weekend Prayer and Worship <p>General Questions</p> <ul style="list-style-type: none"> - Sign as enter Church: shared thoughts on putting up a sign as you enter Church (Enter and Silently Spend Time With God); discussed maybe last announcement should be something like we invite you to take a moment and prepare for prayer. - Tuition Assistance is available for students attending Catholic Schools. Suggest Flyer available at information booth, but information kept general as there are different arrangements depending on the school. The Parish Office should be contacted for more information. - April 21st St. Catherine of Siena play by Sister Nancy Murray: Historical play to coincide with Father's Sabbatical, what was going on with the Church just pre-reformation; learn about St. Catherine and her life, provides wonderful call to action at the end - MissionInsite training canceled for the Saturday, February 3rd, only provided on Friday, February 2nd 	
Next Pastoral Council Meeting	Next Pastoral Council Meeting – Wednesday, February 21, 2018 in Grellinger Hall, 6:30 p.m. Christy Rosenberger Prayer Leader	
Concluding Prayer/Blessing	The meeting closed with prayer	