

## QUEEN OF APOSTLES PASTORAL COUNCIL

### MEETING MINUTES

**Chairperson:** Christy Rosenberger  
**Date/Time:** Wednesday, January 15, 6:30 p.m.

**Secretary/ Minutes:** Mike Szocs  
**Location:** Grellinger Hall

**Participants:** Father Joe, Joanne Brandtjen, Stephanie Fong, Debbie Hanfler, Mike Hausman, Helena Keeley, Cindy Klopp, Kathy Korn, Mic Pietrykowski, Christy Rosenberger, Dale Servais, Mike Szocs, John Schueller

**Excused:** Father Chuck, Anna Grzeszczak

**Guest(s):** Brian McLinden

Item	Discussion	Next Steps & Responsible Party
<b>Prayer</b>	The meeting began on time with a prayer.	
<b>Introductions/ Guests</b>		
<b>Minutes</b>	The minutes of the November meeting were approved.	
<b>Father's Update</b>	We have adopted a portion of Capital Drive through the Adopt a Hwy Program. It is QOA's from April-Nov.	
<b>Council Items</b>	<p><b>General note: notes are provided to Council members prior to meeting for review. Actual topics discussed during meeting are in bold.</b></p> <p><b>Youth and Young Adult (Anna)</b>            NCYC:</p> <ul style="list-style-type: none"> <li>• 4 youth and 2 adults participated in the pilgrimage to NCYC in November.</li> <li>• Some of the takeaways from the youth were the Saturday Night Mass with 28,000 + people, meeting new people, For King and Country concert, getting closer to the other youth at our parish, different workshops, the village, and hearing from the various speakers.</li> <li>• We all really loved it and wished we could go again tomorrow. This was an experience I will never forget.</li> <li>• Images: *Liz has more images on her phone or on facebook if you would like to see more!</li> <li>• Confirmation Classes:</li> <li>• Mass and dinner with candidates went well, activities and dinner were well planned.</li> <li>• Upcoming retreat on the weekend of the 24th - 26th of Jan.</li> </ul> <p>• Christian Formation High School Classes:            • Still working through the "Echo" the book</p>	

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	<ul style="list-style-type: none"> <li>• We are learning about the WHOLE Bible</li> <li>• We have already covered the Old Testament, and now are covering the New Testament.</li> <li>• All is going well</li> <li>• Youth masses were a success</li> <li>•</li> <li>• Youth Mission Trip Opportunity this Summer:</li> <li>• New opportunity for high school students</li> <li>• There has been interest in a handful of youth and finding a date and place is in the works!</li> <li>• Dependent on the availability we may have a smaller group that would travel in Liz's car</li> </ul> <p><b>Lifelong Faith Formation</b> LLFC meeting notes from 11/25/19 Submitted by S. Fong and C. Klopp 1/12/20</p> <ul style="list-style-type: none"> <li>• Updates from Beth and Liz: <ul style="list-style-type: none"> <li>• • The Safeguarding Annual Talk is (Jan. 12th and Jan. 13th) for K4-8</li> <li>• • The Safeguarding Annual Talk with Parents will feature speaker Jules Maloney engaging us on Nonviolent Communication (NVC) - Jan. 19th</li> <li>• • Still deciding on dates and themes for Vacation Bible School.</li> <li>• • This next weekend (Jan 19th) at 10:30am Mass we will have a youth Mass with Praise Music.</li> <li>• • Feb. 1st is the NET retreat. NET stands for National Evangelization Teams. These are young adults who devote a year to leading retreats around the country. We need parishioners to host a few of the NET team leaders for Fri night, Sat night, and breakfasts. Sign up to host on Sign Up Genius under bethp@queenofapostles.net .</li> <li>• • This Lent 2020 the Archdiocese is having all parishes participate in a "called to more" planning process including the Disciple Maker Index (DMI). The DMI is a survey to be completed by all parishioners. More details to follow.</li> <li>• • July 7-9 Summer Outreach Camp.</li> <li>• • Confirmation retreat: Jan 24 to 26 at the Saint Vincent Pallotti Retreat Center in Elkhorn. They need another chaperone.</li> <li>• • Adult Bible Study -- Genesis to Jesus finished on Nov 20. The Bible Timeline (24 sessions) runs from Jan to Apr + Sep to Nov on Wed mornings and Thurs evenings with about 50 participants total! Thanks to facilitator Paul DeBruyne. The Bible Timeline sessions will culminate with a trip to Israel January 11-25, 2021.</li> <li>• • ALPHA finished on Dec 12 at QOA. The Leadership Team continues to work through the future of Alpha and how much of a culture of invitation we want to commit to. Paul DeBruyne is meeting with 2 SAL parishioners to discuss on Jan 10 with the full leadership team reconvening on Feb 7. As a result, Alpha will probably not be offered this semester at SAL.</li> </ul> </li> <li>• Additional discussion : <ul style="list-style-type: none"> <li>• • We talked about recruiting new people to our LLFC team to bring more diversity in age, sex and ethnic</li> </ul> </li> </ul>	

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	<p>background. Several suggestions were made for good candidates and assignments made for approaching those people.</p> <ul style="list-style-type: none"> <li>• From the previous PC meeting we brought up a need for awareness of the Amazon Smile program. Beth will put more announcements in the bulletin.</li> <li>• The NCYC youth trip to Indianapolis was super successful. The youth from QoA enjoyed most being with other “on fire” youth, great music and the service projects.</li> <li>• We discussed other ideas for short, small group mission trips.</li> <li>• We are reading “Developing Disciples of Christ” together. We talked about the kerygma (the “who”, “what” and “why” we believe about Jesus and his Church. We practiced how to tell our own story using the kerygma using a basic formula: “I was...., God did... I am”. To attract more people to our beautiful faith we must get used to sharing our story with others. Who are you sharing your faith with outside of QoA?</li> </ul> <p><b>PC discussion on need for National Evangelization hosts. Praise Mass 1/19. Bible Timeline ending with trip to the Holy Land.</b></p> <p><b>Finance (Helena)</b> NOV. 2019 Numbers</p> <ul style="list-style-type: none"> <li>• Balance Sheet:</li> <li>• Cash decreased \$30,200 for the month.</li> <li>• The primary payment of \$20,000 was to Dillett for the new HVAC Computer Control System Upgrade</li> <li>• The next largest item was \$6,000 for unbudgeted snow removal.</li> <li>• Income Statement:</li> <li>Expenses:</li> <li>• In Control</li> <li>• For the month we incurred four unbudgeted snow removal days.</li> <li>• Total year-to-date expenses are under budget by \$30,000.</li> <li>Revenue:</li> <li>• Revenue for the month came in \$4,300 short of budget.</li> <li>• Revenue is \$5,400 above budget Y-T-D.</li> <li>Net Income:</li> <li>• Net Income year-to-date is favorable to budget by \$35,000.</li> </ul>	

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	<p><b>Cemetery Update</b></p> <p><b>Metrics:</b></p> <p style="text-align: center;"><b>Break down of Number of burials (or interments) by month:</b></p> <table border="1" data-bbox="415 423 1178 1081"> <thead> <tr> <th></th> <th style="color: blue;">TOTALS</th> <th style="color: blue;">St. Mary's</th> <th style="color: blue;">Sts P&amp;P</th> </tr> </thead> <tbody> <tr> <td><b>[2018 Totals]</b></td> <td><b>[14]</b></td> <td><b>[13]</b></td> <td><b>[1]</b></td> </tr> <tr> <td>January, 2019</td> <td>1</td> <td>1</td> <td>0</td> </tr> <tr> <td>February, 2019</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>March, 2019</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>April, 2019</td> <td>4</td> <td>4</td> <td>0</td> </tr> <tr> <td>May, 2019</td> <td>1</td> <td>0</td> <td>1</td> </tr> <tr> <td>June, 2019</td> <td>2</td> <td>2</td> <td>0</td> </tr> <tr> <td>July, 2019</td> <td>1</td> <td>1</td> <td>0</td> </tr> <tr> <td>August, 2019</td> <td>2</td> <td>2</td> <td>0</td> </tr> <tr> <td>September, 2019</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>October, 2019</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>November, 2019</td> <td>1</td> <td>1</td> <td>0</td> </tr> <tr> <td>December, 2019</td> <td>1</td> <td>1</td> <td>0</td> </tr> <tr> <td><b>2019 Totals</b></td> <td><b>13</b></td> <td><b>12</b></td> <td><b>1</b></td> </tr> </tbody> </table> <p style="text-align: center;"><b>Number of Cemetery Plots (and ½ Plots) Purchased:</b></p> <table border="1" data-bbox="415 1183 1043 1485"> <thead> <tr> <th></th> <th style="color: blue;">Running Totals (full &amp; ½ Plots)</th> </tr> </thead> <tbody> <tr> <td>January, 2019</td> <td>2</td> </tr> <tr> <td>February, 2019</td> <td>0</td> </tr> <tr> <td>March, 2019</td> <td>2</td> </tr> <tr> <td>April, 2019</td> <td>0</td> </tr> <tr> <td>May, 2019</td> <td>6</td> </tr> <tr> <td>June, 2019</td> <td>3</td> </tr> </tbody> </table>				TOTALS	St. Mary's	Sts P&P	<b>[2018 Totals]</b>	<b>[14]</b>	<b>[13]</b>	<b>[1]</b>	January, 2019	1	1	0	February, 2019	0	0	0	March, 2019	0	0	0	April, 2019	4	4	0	May, 2019	1	0	1	June, 2019	2	2	0	July, 2019	1	1	0	August, 2019	2	2	0	September, 2019	0	0	0	October, 2019	0	0	0	November, 2019	1	1	0	December, 2019	1	1	0	<b>2019 Totals</b>	<b>13</b>	<b>12</b>	<b>1</b>		Running Totals (full & ½ Plots)	January, 2019	2	February, 2019	0	March, 2019	2	April, 2019	0	May, 2019	6	June, 2019	3	
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	July, 2019	1	
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	September, 2019	0	
	October, 2019	0	
	November, 2019	2	
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	<b>2019 Totals</b>	<b>17</b>	
	<p><b>Updates –</b></p> <p>A QOA parishioner, Doris Kray, has volunteered to do research on cemetery occupants. She will primarily be researching dates. She has been visiting the county records department to get them. Bob Meyer gave her a list of several hundred pieces of information that he is looking for. Doris told Bob that the county clerks have been very helpful in reviewing records.</p> <p><b>PC Discussion: Cash decreased \$30,200 for month. Primary payment of \$20,000 to Dillett. Expenses in control. Revenue came in at \$4300 short of budge. Net income favorable to budget by \$35,000. December as a whole saw envelop giving down from budget Sunday before and after Christmas. Prior Sunday January 12<sup>th</sup> we are up.</b></p> <p><b>Human Concerns (Debbie)</b></p> <ul style="list-style-type: none"> <li>No meetings. Providing ride share and Eucharistic homebound and nursing home visits.</li> </ul> <p><b>Prayer and Worship (Kathy)</b></p> <p>UPDATES/EVALUTATIONS</p> <ul style="list-style-type: none"> <li>Service of Remembrance – Wed, Nov 6, 6:30 pm</li> <li>People who attended had many positive comments about the serenity of the ministers and music. They appreciated being given the candle for their loved one to take home. Many stayed after for the fellowship and refreshments. Families who couldn't attend had the opportunity to take their members candle home during the next 2 weeks. Those not taken by family were placed in our vigil candle racks by Mary and in the Bell Tower and burned in their memory. This had a very positive reaction from parishioners. They thought it was very honorable to the deceased persons.</li> <li>Next year be sure to have the people be seated during the reading of names and lighting of candles.</li> <li>Environment Team rename</li> <li>Team Members decided they want to be called the E-Team as the word environment tends to make people think of outdoor work rather than indoor decorating. The E-Team's focus is to "change the décor of our</li> </ul>		

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	<p>worship space to help people better focus on the liturgical season”. Activity schedules will be put in the bulletin regularly.</p> <ul style="list-style-type: none"> <li>• Advent – E-Team Décor Plan was to meet on Nov 26 to gather the items for making the Advent change on Friday, Nov 29. Mark, Colin, and Brian came to help the E-Team. Dorothy and Bill Newman came and changed the skirts on the Stations as they usually do.</li> <li>• DECEMBER/JANUARY Liturgical Celebrations</li> <li>• Advent Candle Lighters</li> <li>• We are still looking for people to light the Advent Wreath candles as part of the Entrance Procession at each weekend Mass. Sign-up sheets and directions are on the Information Desk. We will ask people as they come in for Mass, if still needed.</li> <li>• Christmas –</li> <li>• Décor – Set-up will be on Sunday, Dec 22, starting at 11:30 am. The E-Team will meet on Fri, Dec 20, to pull things together in prep for and to make the Dec 22 set-up as easy as possible. There will be bulletin articles asking for others to assist as they are available. Liz will have this information out for the students needing volunteer ministry hours.</li> <li>• It was decided to reduce the number of flowers this year from 35 to 28 and the Crèche will be repositioned for the first time in several years. Last year there seemed to be several plants we needed to “find” places for and people were asking why the Crèche was “back in the corner” instead of “out front”. It will be placed so people can see it better and it fits liturgical regulations. The E-Team feels both be positive moves.</li> <li>• Liturgies – Mass Times 2019 – Eve, 4 pm &amp; 10 pm; Day, 8 am &amp; 10:30 am</li> <li>• Brian presented the Pastoral Team with the P&amp;W Commissions suggestion to have one Mass on Christmas Day at 9:30 am given the Mass counts from Christmas 2018. They decided it would be best to leave the 4 Masses on this year’s schedule and take a look next year about possibly changing.</li> <li>• As usual, the Liturgical Ministers are being asked to sign up for ministries instead of scheduling them. This seems to work better with the Christmas Mass times, especially Christmas Eve. Most people aren’t aware of their Christmas activities with family and friends until the holidays get closer, making scheduling difficult.</li> <li>• New Year’s - - Liturgies – Mass Times Tues, Dec 31, 4 pm; Wed, Jan 1, 9 pm.</li> <li>• Liturgical Ministers will also be asked to sign up for these Masses. Mass counts for 2018/19 were relatively low (148 &amp; 101).</li> <li>• OTHER ITEMS</li> <li>• E-Team Plans and schedule will be set in the next week.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• For Christmas, Brian let us know there will be trumpets at the 4 pm Mass. At the 4 and 10 pm Masses, Silent Night will be the song for the procession to the crib, the blessing of the crib, and placing of the baby Jesus. There will also be a blessing of the crib only at the 8 and 10:30 am Masses.</li> <li>• Mary Weinlein asked for a discussion on Altar Linens, specifically purificators. She has been watching how many are available, how many get used, condition of the current supply, and supply shortage when there are weddings, funerals, and holy days/holidays in addition to the regular schedule of Masses. After some discussion, the suggested number to request for the Prayer Shawl Ministry to make is 50. Brian will have Lisa ask the Prayer Shawl people about making the additional purificators. Altar Linens no longer need to be pure linen.</li> <li>• With Christmas in the middle of the week and the number of people attending, who don't normally worship with us, the Pastoral Team is looking at possibly printing a Christmas Newsletter share.</li> <li>• Next Liturgical Ministry Schedules will be for February 1 – April 30.</li> </ul> <p><b>PC discussion centered around need for altar servers and parish appreciation of movement of creche at Christmas</b></p> <p><b>Stewardship / Volunteerism (Joanne)</b></p> <ul style="list-style-type: none"> <li>• Joanne reported that meeting was held January 14, 2020. Looking for a volunteer to take over the Welcome Basket process. Also looking to revamp the recognition of new parishioners at Mass. Joanne would also like to bring back testimonials. Results of the Stewardship campaign from this year is up from prior year</li> <li>• April 18<sup>th</sup> is the second new parishioner welcome.</li> <li>• Stephanie asked about the Pilgrim crucifix for vocations</li> </ul> <p><b>Strategic Plan (Mike S.)</b></p> <ul style="list-style-type: none"> <li>• Strategic Plan Liaison Report for January Pastoral Council Meeting</li> <li>• On January 6, 2020, continuing review of Strategic Plan progress and our parish ministries, I met with Brian and Mary to review Prayer and Worship. The plan document reflected 3 strategies. Strategy 1 (To Develop strategies for evangelization and the Sunday Mass as part of the first year Synod initiatives) had 6 action items. Our review 2 years ago reflected 4 of the 6 were completed or completed and ongoing. January 6, update reflects completion of the remaining 2 action items (1. Increase youth involvement 2. Establish an accessible line of communication to meet needs of parishioners.</li> <li>• There has been the addition of another item: Development of an evangelical concert series which will begin with 2 concerts in 2020.</li> <li>• Strategy 2 (Study the liturgy as a way of unifying the “traditional” and “progressive” elements within the parish and as a way of providing opportunities for the liturgical formation of the congregation, then make</li> </ul>	

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	<p>recommendations to the pastoral council for action.) Our review 2 years ago closed 3 of the action items and a 4th item was moved as ongoing status.</p> <ul style="list-style-type: none"> <li>• Strategy 3 (Consider the use of music that is more engaging for youth and young adults (ages 13-40). At the time of our meeting 2 years ago, 3 action items had been moved to Christian Formation as more appropriate and expeditious. The 4th action item had a timeline of 2nd quarter 2018. On January 6th, we established that this action item: To establish a contemporary music group for young adults and youth is now Ongoing as of January 2020 with the establishment of Youth Masses.</li> <li>• I have reached out to John Schueller to review sections IV Leading and Organizing the Vision and VI Parish Administration. I am looking to meet with Stewardship in February.</li> </ul>	
<b>Ongoing Items</b>	<ul style="list-style-type: none"> <li>• Brian McLinden came for a discussion on Prayer and Worship. He explained challenges with organ. Brian will put a communication piece together to update the parish. Mic clarified the request that suggested Brian consider the top 20 hymns. Brian talked about his process choosing music since he has been at QofA and that he doesn't get information, but will consider requests for hymns. Those requests should go to Brian. Brian also agreed to try putting page #s of reading in the Order of Worship for the month of February.</li> <li>• MOTION: Pastoral Council supports the demolition of St. Mary's Church after February 1, 2020, with pending instructions to the demolition company regarding saving some items from the Church. The Motion was unanimously approved.</li> </ul>	
<b>New Items</b>	<ul style="list-style-type: none"> <li>• Mike Szocs requested that Pastoral Council formally request funds of Finance Council to finance celebrations for Carlos' ordination. John S. indicated that there was \$500 allocated in the budget for vestments and an additional \$500 for a celebration, but we felt that more was needed.</li> </ul>	
<b>Next Meeting Agenda Items</b>	Next meeting is Wednesday, February 19, at 6:30 p.m. in Grellinger Hall.	Prayer Leader will be Christy.
<b>Closing Prayer</b>	The meeting ended with a prayer.	