

The Archangels Cluster Pastoral Council met on March 16, 2017 at St. James parish in Forest City. The meeting was called to order by Chairman Francis Pistek at 6:30pm. The council was lead in prayer by Father James Dubert.

The following members were present:

St. Patrick – Britt: Carol Tlach, Don Kopacek

St. Patrick – Buffalo Center: Angie Wamsley

St. Wenceslaus - Duncan: Francis Pistek

St. James – Forest City: Jerry Clouse, Mary Jo Friederich

St. Boniface – Garner: Joe Gibbs

St. Patrick – Lake Mills: Absent

Father James Dubert

Cindy Pistek - recorder

The minutes from the January meeting were sent out to the members via e-mail prior to the meeting. Joe Gibbs requested a correction on the activities for St. Boniface – they did not have a Christmas party. Jerry Clouse made a motion to accept the minutes, as corrected. Joe Gibbs 2nd the motion, all in favor, motion carried.

Cluster Activities:

St. Patrick – Buffalo Center: Angie made a report on the “Soles for Souls” project. Shoes have been collected from all of the 6 parishes. Weaver’s shoes donated 100 pairs of brand new shoes, still in boxes, to the project. It is estimated that they will have over 500 pairs of shoes ready to be taken to Sheldon for processing. An individual has offered to take the shoes to Sheldon, eliminating the need for shipping costs. In Sheldon, the shoes are sorted and prepared to be shipped all over the world. On Ash Wednesday, they served Faith Formation students grilled cheese and tomato soup. Some parishioners went to the Nursing Home for a St. Patrick’s Day celebration. A potato bar was this month’s pot-luck.

St. James – Forest City: Midwest Roofing has evaluated the leaks in the kitchen area. It will need a membrane patch on the roof with the need of replacing the entire membrane in the not so distant future. In regards to the heating/cooling system we have inquired about systems with 6 different companies. Our ladies out night included Anne Bakke talking about good nutrition and the foods we should be eating. The Knights of Columbus have been serving luncheons and a group of individuals have been sewing dresses for children in Africa.

St. Patrick – Britt: Our annual St. Patrick’s Ham Dinner is this Sunday. We begin serving at 11:00am and also offer carry-outs and delivery. We have hired Louise Louw as our parish liaison. She will spend 10 hours/week in Britt. We are still dealing with lose tile in the hall. Evidently, there is moisture coming up underneath the tile causing the issues. The company is anticipating the need to put a sealant under the tile to correct the problem.

St. Boniface – Garner: The Christian Day Care opened March 5, 2017. Currently, the numbers are small but anticipate more as the word gets out about the center. The Knights of Columbus has had success with their Tailgate Sunday dinners as opposed to the breakfasts. RAGBRAI will be coming through Garner and Britt this year, we will need to begin organizing a fund-raising project.

St. Wenceslaus – Duncan: The weekend of March 25th we will be serving maid-rites after Mass. We have noted some leaks in the Church walls of the basement and other areas as well. We will need to look into the cause and what needs to be done. Susan Pistek is back from her mission trip and may be willing to give a recap of her trip to the parishioners.

Pastor's Report: Father Dubert reported that Louise Louw from Britt has been hired to serve the cluster. Louise will be the liaison for St. Patrick's in Britt and serve as site coordinator for Faith Formation in Britt next year. Louise will also be the Assistant Business Manager for the cluster and Cheryl Hawe has taken the position of Business Manager for the cluster. Louise's salary as liaison and site coordinator will be paid by St. Patrick's and the cluster will pay for her as Assistant Business Manager.

The Stewardship Committee for the cluster needs to be created as soon as possible so that they can move forward with their responsibilities. This committee will be responsible for the parish stewardship survey and the stewardship appreciation celebration on alternating years. The council should be looking for representative(s) from their parish, we need at least one from each parish.

Budget:

Father Dubert passed out the proposed budget for FY 2017-2018. Father reported that this proposed budget is approximately \$26,000 less than the FY 2016-2017 budget. In preparing last year's budget Father reminded us that the FY 2016-2017 budget was high on expenses and low on income in order to have sufficient operating money. This is what allowed the cluster parishes to not be assessed the January cluster contributions. The proposed budget for 2017-2018 will be a tight budget.

The liturgical expenses for the proposed budget will be considerably smaller due to the fact that we purchased the hymnals this past year. The need for fewer missalettes reduced liturgical costs considerably (an estimated \$15,000) and we can anticipate the savings to continue throughout the use of the hymnal.

Last year we anticipated crediting a portion of the Priest's salaries to Faith Formation in order to reduce TAXA. Dubuque refused our request to credit some of the priest's salary (\$20,000) to Faith Formation in FY 2016-2017. The diocese no longer allows this practice and has not allowed it for some time now. Father Dubert was not aware of this change in the diocese allowances. The staff people do get some credit towards TAXA, but the priests do not. The priest's health insurance has increased (\$7,000) from last year's budget to the proposed FY 2017-2018 budget. Changes in health insurance costs are something that we have no control over, insurance premiums have increased in all sectors.

Faith Formation Program Expenses in the proposed 2017-2018 budget are \$15,000 less than the 2016-2017 budget. The proposed budget items of adult education and auto/travel are a large part of that savings (\$11,000).

The parish support percentages will be adjusted for FY 2017-2018 as follows:

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| St. Patrick's – Britt: | 24.7% |
| St. Patrick's – Buffalo Center: | 4.8% |
| St. Wenceslaus – Duncan: | 11.2% |
| St. James – Forest City: | 19.7% |
| St. Boniface – Garner: | 31.5% |
| St. Patrick – Lake Mills: | 8.1% |

Father Dubert will prepare a proposed budget for each parish in the cluster so the Finance Councils have a budget starting point. Each parish will then examine their proposed budget and make adjustments if needed. Parish Life committees need to contact Father to let him know what budget needs they will have for their individual parish. The Building and Grounds committee of each parish should also let Father know of their budget needs for 2017-2018. If Parish Life or Building and Grounds committees need an expense report to assist them, please give the business office 2 weeks to prepare it for you. All budgets should be finalized in May or June.

Cluster Prayer Chain: Mary Jo Friederich said that she was approached about possibly creating a cluster-wide prayer chain. Currently, all parishes have a prayer chain but it would be nice to add a cluster prayer chain. This would fall under the Spiritual Life committee, but Mary Jo is willing to get the ball rolling. It was discussed that having one cluster prayer chain contact that would contact each parish's prayer chain coordinator would be the best way to accomplish the goal. Each parish would maintain their individual prayer chain process.

Budget Envelopes: Father noted that each parish has parishioner envelopes that have not yet been picked up. This needs to be addressed so that we can determine if some envelope holders are no longer a member of the parish. Louise Louw will work on getting these envelope holders contacted for St. Patrick's in Britt. St. Boniface has the largest number of envelopes not yet picked up. Some of these people may be down south for the winter and would be returning soon. Confirming that the envelope holder is still a member of the parish allows us to have accurate numbers for budget purposes.

Our next meeting will be Tuesday, April 18th, 2017 at 6:30pm.

Jerry Clouse made a motion to adjourn the meeting, Joe Gibbs 2nd the motion, all in favor, motion carried. The meeting concluded in prayer at 7:20pm.

Respectfully submitted
Cindy Pistek, recorder