**St. Gregory the Great Pastoral Parish Council Meeting Minutes**

**February 13th, 2018**

**Present**: Randy Green, Mary Gentile, Mike Esser, Barb Wilk, Marge Fischer, Tom Molinski, Fr. Tom Demse, Margaret Casey, Patti Penkalski, and Barb Freuck.

**Excused**: Yolande Lasky.

**Absent**: Michelle Konkel.

**Guests**: Robert Mohrbacker, Deputy Grand Knight and Programs Director with the Knights of Columbus Council 524 and David Mohrbacker, a parish member, Past Grand Knight and current Trustee for Council 524.

The meeting started at 7:00 P.M.

David Mohrbacker, along with Robert Mohrbacker, gave a presentation to the parish council on the qualities of being a Knight and a description of what their council presents to the Catholic communities and parishes in the area. The main goal of the Knights is to provide service to the pastors and the pastoral parish councils through their volunteerism. Communication is always a key factor in accomplishing this goal. The Knights of the Council would have a solid line of communication with Fr. Tom Demse and the Pastoral Parish Council. Fr. Tom would identify where the needs are for the volunteers of the Knights Council and would work to coordinate the needs with the Knights of Columbus Round Table Coordinator. According to David, the Knights would need a one month advance notice for them to serve as volunteers for our parish needs (for example the annual parish picnic or helping out at the rummage sales which are held twice a year at St. Greg’s). The lead time would enable the Knights to get their organization’s members and auxiliary members lined up for the St. Greg’s events. After the presentation was finished, Fr. Tom and the Pastoral Parish Council members and David and Robert all agreed that working together would probably be a good fit for both the parish and the Knights Council. It was agreed that David would stay in contact with Fr. Tom Demse and that the Knights would be providing volunteers as needed and requested by Fr. Tom.

Following the presentation, David Mohrbacker and Robert Mohrbacker left the council meeting and the Pastoral Parish Council meeting continued following the agenda for the evening.

The minutes of the January 9th, 2018 Pastoral Parish Council meeting were approved as amended.

**Fr. Tom’s Time**:

 Ash Wednesday is February 14th, 2018 with a prayer service at 6:30 A.M., Mass with the school children at 8:30 A.M. and evening Mass at 6:00 P.M. Distribution of ashes will occur at all three events and there will be a Soup & Bread meal after the 6:00 P.M. Mass in Tenpenny hall.

On Sunday, February 18th, 2018 there will be the Rite of Election. There are two catechumens going through the program this year. Their initiation and acceptance will take place at the Easter Vigil, March 31st, 2018. The parish’s official welcome and reception for the two candidates will happen at Hospitality Sunday, April 15th, 2018.

On February 24th, 2018, 11 young people will be going on retreat in preparation for their upcoming Confirmation in spring. They will be going to St. Francis Seminary for their retreat activities.

Tim Waldoch is continuing on his way in the diaconate program and is approaching the date of his ordination to permanent deacon which will be held on September 8th, 2018 at St. John’s Cathedral downtown at 10:00 A.M. Tim’s ordination is the same weekend as St. Gregory the Great’s parish festival. Fr. Tom will check with Tim as to when Tim would like to celebrate his ordination here at St. Greg’s with the parishioners. Father will let the Pastoral Parish Council know what is decided upon after their discussion and as the time gets closer.

**Patti Penkalski** – Updates

The Financial Summary shows that we are in good shape. She said that they are working on the next budget and that it would be to the Pastoral Parish Council in April, 2018.

The next things that was discussed was the **Building Security Protocols**. This discussion was left from the January, 2018 pastoral Parish Council meeting because Fr. Tom and Patti Penkalski were both excused from the January meeting and the questions could not be answered without the two of them being there. One of the questions was who monitors the protocol? The answer was the school office is the overseer during school time. Organizations will be asked to sign that they will oversee the entrances to the building when they are using the facilities. It is important that the leaders are mindful as to who is to be in the building. It takes time to adjust to this protocol follow-through. It was also noted that it is difficult especially when funerals are going on. One of the most important points is that there is to be no propping open of the doors at any time and that a responsible person mans the doors when their organization is using the building for their events.

It was noted that the wording on page 2 of the protocol agreement needs to include the verbiage of agreement to enforce them and that the protocol has been explained to their individual group.

**Commission Reports**

**Worship**: Barb Freuck

Probably the most noticeable item this month is the fact that for the present time the Eucharist is being distributed at Mass in the form of bread only. This is occurring because of the high volume of the flu that is going around and the fact that we do not want to increase the outbreak of the flu amongst our parishioners. It was decided that at least during the month of February we would only receive the bread and no wine. As the flu season continues, the parish staff will continue to monitor the situation and will take any necessary steps to further protect our parishioners. The decision has been embraced by almost all of our parishioners because everyone knows how this current flu season is developing.

The burning of last year’s palms has taken place in preparation for Ash Wednesday. Ash Wednesday will be occurring on Wednesday, February 14th, 2018 with an early morning service (no Communion) with ashes at 6:30 A.M., Mass at 8:30 A.M. with the school children with ashes, and 6:00 P.M. Mass with ashes followed by the Soup & Bread meal after Mass in Tenpenny Hall.

The Arts & Environment Committee will be meeting on Wednesday, March 7th, 2018 in the Teen Room at 5:00 P.M. The committee will put the candles in their holders for the Holy Saturday evening vigil at this meeting and will plan for the final decorations for the church for the Easter season. Everyone is welcome to join the Arts & Environment committee. All a person needs to do is contact Cindy Bremeier to let her know that they are interested in joining the committee.

**Formation**: Michelle Konkel

No report. Michelle has not responded to Mike Esser’s request to have her contact him regarding her absence from the council meetings. Her term ends in June. It has been determined that a new person will be selected in June.

**Justice and Charity**: Mary Gentile

St. Vincent de Paul:

1. The food pantry continues to be open every 1st and 3rd Saturday from 10:00 A.M. to Noon.
2. In the month of December, SVDP helped 82 families, giving out 472 bags of food, 7 bus passes, $359 in assistance with utility bills and emergencies, and $140 of vouchers for the SVDP store. A case of toothbrushes were donated by the office of Dr. James Sherman, and shampoo and body wash from the MPS nurses. $1500 was collected in offerings in the cylinders and direct contributions.
3. SVDP is seeking donations of folding grocery carts for their patrons.
4. SVDP of St. Greg’s was given $1,265.70 and 46 cans of soup, chili and stew that were collected on Super Bowl Sunday in the Souper Bowl of Caring.

St. Ben’s Meal Program:

* This program continues, as always, preparing and serving the meal on the fourth Wednesday of each month.
* Limited funding has stretched the resources for this program. An appeal for direct contributions was made to parishioners in the bulletin and in the February stewardship mailing.

The Rice Bowls this year will be used to benefit the following: 50% to Catholic Relief Services, 25% to St. Ben’s Meal Program and 25% to our Sister Parish in the Dominican Republic.

The school is also participating in this Lenten Project and are celebrating “Giving Thursdays”. The will Give their prayers at Mass each Thursday (and daily, of course), and Give their alms each week in the classroom rice bowl that will be collected just prior to Mass, and Give kindness, friendship, respect, etc. to all they meet. At the end of Lent we do a school-wide celebration of our Lenten promises.

**Finance**: Tom Molinski & Margaret Casey

Income is up in the last month. The committee has approved salary scale for school staff and parish staff for the upcoming year.

Father Tom, the trustees, Patti Penkalski and administration are planning to meet with our school choice auditing firm, Reilly, Penner & Benton for clarification on the distribution of funds in April.

**Pastoral Care**: Barb Wilk

Ministries to the Sick & Homebound: Winter Bags Project. These bags were completed and they each contained sanitizer, small Kleenex pack, Hershey kisses, lip balm, a knitted snowflake coaster and two crafts created by the parish school children that were that were made during the Catholic School Week. Bags will be delivered this week. Ministries to the sick in a local hospital are acknowledged if the parish receives notification.

Elder Care: In addition to the usual illnesses that affect our senior parishioners, the flu season has increased the need for support in this area. Parish staff is doing their best care for all.

Sunshine Club: Continues to send cards of support to those sick, hospitalized and grieving.

Funeral Support: Regrettably there have been a number of funerals in the parish. The Parish staff is doing their best to assist and support the families during this difficult time.

Nothing additional to report for all other pastoral care groups; all continue as usual.

**Hospitality & Community Life**: Randy Green

The Soup & Bread meal is scheduled for after the 6:00 P.M. Ash Wednesday Mass and ashes distribution. It will be held in Tenpenny Hall.

Regarding a letter from Mark Wejrowski: Gym is used primarily for school curriculum. Amy says the discussion needs to be done with John Farney. Mark should go to John Farney first before going further. Randy will share that information with Mark.

**School**: (Report given by Barb Freuck for Yolande Lasky)

Notes on the School Commission Meeting of January 16th, 2018

Upcoming Events:

1. The School Commission will be hosting Hospitality Sunday on January 21st, 2018.
2. Conferences will be held on February 9th, 2018.
3. The State of the School Address will be given on January 23rd, 2018 by Amy Schlegel. All families encourage to attend.

Principal’s Report:

1. There is a newly hired Spanish teacher – Itzel Miranda Cruz. She has taught in Mexico and her work this year is her Student Teaching experience for obtaining a teaching license in Wisconsin. She will also work with document translations.
2. The principal received a financial summary for December and the information was reviewed by the Commission members. There were some questions on the financials and the financial information shared by Patti Penkalski at a previous Commission Meeting. Amy will discuss the questions with Patti at their upcoming meeting.
3. The School Endowment Fund is being reinstated.

New Business:

1. The school has received an official accreditation status. The report was reviewed by Mrs. Schlegel and the Commission members.

**Stewardship**: Mike Esser

The commission is trying to move their meeting from a week night to a Sunday morning after Mass because it is so difficult trying to have their meeting occur before the Pastoral Parish Council meeting.

Closing Notes:

Hospitality Sunday – February 18th, 2018. Finance Commission will be assisting after 8:00 A.M. Mass and 10:00 A.M. Mass.

Next Pastoral Parish Council Meeting – March 13th, 2018 at 7:00 P.M. in the Great Room.

Closing Prayer for March 13th, 2018: Margaret Casey.

Closing Prayer: Mary Gentile

The meeting was adjourned at 8:15 P.M.

Minutes submitted by Barb Freuck, Secretary

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