

St. Charles Borromeo Pastoral Council Minutes

Monday, September 24, 2018 @ 6:30pm

Opening –Pastoral Council began at 6:30pm at St. Charles Borromeo Parish, 5571 S Marilyn St, Milwaukee, WI 53221

Members in attendance:

Fr. Brian Holbus
Bob Adamus
Jamie Barchus
Bill Bissell
Sr. Ellen Corcoran
Adam Engman
Martin Ewert
Sr. Monica Fumo
Jeff Pucel
Judy Schneidewent
Terry Stanton
Sue Stoecker

Opening Prayer: Bob Adamus

Reflections: Bob Adamus

Approval of the previous Pastoral Council meeting minutes:

- The minutes of the Monday, May 21, 2018 meeting of the Pastoral Council are approved.

Pastor's Report—Fr. Brian Holbus

- **Amazing Parish Conference – Milwaukee**
 - Wednesday, October 17 – Friday, October 19, 2018
The Wisconsin Center District
400 W. Wisconsin Avenue, Milwaukee, WI 53203
 - Volunteers from Saint Charles Borromeo Parish are needed to attend as representatives
 - The Amazing Parish conference is a practical and one-of-a-kind experience for parish leaders. You'll receive first-hand organizational health training from New York Times best-selling author, Patrick Lencioni, and you'll learn from dynamic and engaging Catholic leaders like Curtis Martin, Matthew Kelly, Sr. Bethany Madonna, Jason Simon, Matt Maher and Sarah Kroger. The conference experience is also an opportunity for personal and spiritual renewal with daily Mass, confession and Eucharistic Adoration.
 - Unlike other conferences, an Amazing Parish conference is a workshop-style format so pastors and parish leadership team members can work side-by-side to learn what a real leadership team looks like, how it operates, and how it can best serve its parishioners. By the end of the conference, you'll also have gained a lot of knowledge and insight, you'll have a clear, practical vision of what leadership can look like at your parish and how to implement it once you get home.
- With the advent of the beginning of the school year—the new staff from the school are transitioning into the Seton System
 - School operations and parish operations integration is constantly improving day by day
 - Responsibilities between the school and the parish are being distinguished and progression in the differentiation between the two is being achieved

--Commencement of Commission reports--

Evangelization and Formation--Judy Schneidewent

**Evangelization Committee Meeting
September 11, 2018 1:30-3:10 pm**

Present: Cathy Krol, Sister Janet Petersen, Sister Mary, Karen Murawski, Anna Simmert, Dorothy Pinter, Shirley St. Peter, and Judy Schneidewent

Parish picnic

1. Our presence at the picnic was a success. We had an opportunity to share our parish history, patron saint, and ministries with a lot of people. The name tags were distributed.
2. Members of the Stewardship Commission helped out because they were not ready to take on this event. But next summer we'll let the Stewardship Commission take over the booth and we can help out as needed. Perhaps we can continue to be responsible for the name tags.

Meetings—Christian Formation/Evangelization Commission

1. We will continue to meet as a committee and report to the Christian Formation Commission. We will alternate locations. October 2nd at St. Roman, November 27th at St. Charles, January 15th at St. Roman, March 26th at St. Charles, and May 21st at St. Roman. Anna will check to see where we will be able to meet at St. Roman. We might change the March 26th date due to the mission on March 24th.
2. Those of our members who would like to attend the commission meetings are encouraged to do so. The Commission meetings are scheduled for December 11, February 12, April 9, and June 11 from 6:30 – 8:00 pm. The location will alternate between St. Roman and St. Charles Borromeo.

Celebration of Consecrated Life

1. Sister Janet met with Fr. Brian and determined that the event could be held in February, perhaps February 3, 2019.
2. Rather than try to schedule the event at both parishes we agreed that it would be better to alternate between parishes each year. It would be at St. Charles the first year because it originated at St. Charles.
3. Cathy Krol will confirm the date and ask Fr. Brian for a list of other religious in our two parishes.
4. Sister Janet (School Sisters of St. Francis) has contacted the Sisters of Charity of St. Joan Antida, the Sorrowful Mother Sisters, and the Dominicans. She will contact others with whom she is acquainted.
5. We would like to have the event at the 10:30 Mass on February 3rd.
6. One sister would give a "witness talk."
7. A flyer or leaflet could be prepared with information about each of the different groups of religious.
8. We would have hospitality in the gathering space afterwards—if it is held on February 3rd this would already be Café Sunday. We would like to have ham and rolls, coffee and juice. Perhaps a fruit plate and some desserts could be included.
9. Our committee would help with the hospitality.
10. We will discuss this further at a later meeting.

Small Faith Sharing Group: "Rejoice and Be Glad."

1. Sister Janet has prepared a flyer and bulletin articles to promote this event.
2. Sister will be using the book "Rejoice and Be Glad" from The Word Among Us press because it has good discussion questions.
3. We would also like to use this theme and book for the Joint Parish mission and round table discussions during Lent. Al McCauley will speak at the mission with information from Cathy Krol regarding Pope Francis'

exhortation. Sister Janet will have a better idea of how we can use this booklet after meeting with the small group.

4. Members of the committee have a copy of “Rejoice and Be Glad.” We will read it ahead of time so we can have a better idea of how well it would work for the Round Table Discussions during Lent.

Living Rosary

1. The Event

- a. The event is scheduled for October 24th from 6:00-7:30 at St. Roman.
- b. In order to light candles, we decided that it would be beneficial use Adamsky Hall rather than the church. Anna will check to make sure the hall is available.
- c. Anna and Karen will contact Deacon Jorge to ask if he would speak before the rosary and if he could prepare a visual and spoken introduction to each decade.
- d. Karen shared an idea that she has experienced where a sentence is read (or spoken) before each Hail Mary. She will scan and send a page from her booklet with this form of prayer.
- e. Anna will check with the Rosary Evangelization to see if they have items we could use.

2. Hospitality

- a. Anna will contact bakers at St. Roman for bakery. Shirley will bake something gluten free, Judy will also bake something.
- b. Cathy will check to see what items she has that were left over from last year’s event.

3. Promotion

- a. Anna and Dorothy will make posters.
- b. Anna will take care of bulletin articles and send them to Amy Anischan at St. Charles in addition to putting them in the St. Roman bulletin.

Preparing for Christmas

1. Christmas card—Cathy will check to see if the staff wants to take care of the card this year. Perhaps they could use one of Sister Janet’s art works for the cover.
2. The posters that were distributed to motels before Easter were well received. But perhaps a handout with a basic map showing the location of our parishes and the Mass times would work out better.
3. Both parishes will be distributing Matthew Kelly’s book: The Greatest Lie in the History of Christianity for Christmas. The main idea of the book is that we as Christians can be holy—one moment at a time—and that by doing so we can make a difference in our families, our community, and our world.

Minutes respectfully submitted by Judy Schneidewent

Human Concerns—Susan Stoecker

**St. Charles Borromeo
Human Concerns Commission
September 19, 2018**

Present: Deacon Rick Wirch; Judy Battani, Bob Krol; Sr. Janet Petersen, Jay Sakwinski, Kathy Woitekaitis

Excused: Linda Garcia Barnard, Deacon Claude Kennedy, Sue Stoecker

Minutes of May Meeting: The May meeting minutes were approved.

Parish Council Update:

Sue Stoecker was unable to attend, but sent Kathy Woitekaitis highlights of the May 21st Council meeting which were read to the commission members.

Monthly Donations:

The October donation will be to My Good Mourning Place; November will be to Love Thy Neighbor; the December donation will be to Holy Hill, National Shrine of Mary Help of Christians and January will go to St. Ben’s.

Outreach Weekends:**October 13-14 Respect Life Baby Shower**

The Respect Life Baby Shower will be held the weekend of October 13-14. The recipient of the donations will be Milwaukee Birthright.

Sub-committee updates:**Ministry to the Sick and Homebound**

Rick reported that there are currently 10 homebound that are visited and taken the Eucharist.

Bereavement

We are preparing for the Mass of Remembrance on November 2, 2018, at 6:30PM. Confirmation Students will be serving at this Mass. There are currently 41 names on our list of deceased.

We discussed possibly recruiting additional Bereavement ministers. They will need training, Rick will be checking on the materials, and perhaps setup a meeting to discuss this with current Ministers.

St. Vincent de Paul

Rick reported that he did not know who would head up St. Vincent de Paul at this time. Chuck Ciardo did tell him that we continue to provide outreach to others who belong to other churches, we continue to receive referrals from St. Veronica.

Southwest Interfaith

Jay Sakwinski reported that as of the September 6, 2018 meeting, there are 349 total volunteers, which is up 15 from the last meeting. There are 570 active clients, which is up 12 from the last meeting. 391 clients were served - this represents 164 in June and 227 in July. There were 34 new volunteers in 2018, 3 are from St. Charles – Monica Werra; Dennis Konkel and Joe Fuchs. Volunteers of SW Interfaith gave 5891 Units of service year to date.

All of the 100 Mums were sold the weekend of September 8th & 9th. Rick will be arranging for a check for \$732 to be sent to Southwest Interfaith.

The Interfaith Older Adult Programs and SET Ministry are now one organization. Their name is UNISON. They continue to struggle with the transition of both organizations. They are looking to relocate the main office to save money on rent.

Saturday, November 10 is Make a Difference Day. This is the time when volunteers help older adults rake leaves and clean up yard debris. This year the project will again be sponsored by UWM and Marquette University. Anyone who would like to sign up to volunteer is to call the SW Interfaith office, 414 421-3777. Clients who needed this service last year will be contacted as well as anyone who calls for yard clean up.

The YOST (Young and Old Stick Together) Program will soon be underway with participants from the Franklin High School football team. This is the third year for the program. It is no longer mandatory for the team members, as other commitments, including schoolwork, prevented some students from following through. The football coach and coordinator, Louis Brown, is compiling a list of interested students who will make the commitment of a visit once a week. The YOST program, which is intergenerational, will be featured at UNISON's major fundraiser on November 7th. There will be a short video and possibly one of the students and an older adult will speak about their experience.

Love Thy Neighbor Foundation Workshops will be held at the Greendale American Legion Post 416 at 6351 W. Grange Ave. Sept. 20, Oct. 18, Nov. 15 and Dec. 20. There will be a variety of topics important to Older Adults covered and light snacks and beverages will be provided. These talks are free of charge.

Prayer Shawl Ministry-

The first meeting of the Prayer Shawl Ministers after the summer break, was held on Tuesday, September 18, 2018. 31 Shawls were turned in. They have been holding afternoon and evening sessions, but since attendance at the evening sessions is so low, that session will be eliminated and only the afternoon sessions will be held. They take place the third Tuesday of the month, 1:00 – 2:30PM.

Judy Battani also reported a shortage of yarn. They need 1 lb. skeins to make one prayer shawl. They would like to know if there are funds available for yarn...there used to be. Rick will check on funds. A suggestion was made for a bulletin article requesting monetary donations.

Old Business

Mother's Day Rose Sale -500 roses were sold and the profit realized was \$435.10

Father's Day Carnation Sale - 300 Carnations were sold for a profit of \$331. Rick noted that \$100 of that amount was a donation from someone he had been talking to at one of the Masses. This was a great addition to the monies collected.

Anointing Mass of the Sick -A total of 6 priests, with Fr. Norbie presiding, performed the Mass of Anointing of the Sick on Friday September 14th. 134 were anointed. The 8th graders did a wonderful job of hosting the breakfast following the Anointing Mass.

New Business

October Life Chain -The Deacons of St. Charles and St. Roman's will be having a Holy Hour for Life on October 10 2018. It was determined that because of this, we will not be organizing a Life Chain on 27th and Parnell as we have in years past.

November Auction Baskets – It was decided that we will again do a basket of “booze” for the Dinner Auction. Each member of the commission will donate 1 bottle of liquor to this basket. We will also donate a Milwaukee Brewer themed basket. We ask for Brewer theme items for the basket. We will need all donated items turned in to Rick by October 12. Kathy will put the baskets together.

Advent Giving Tree - At this time Rick is considering selecting the Saint A “Grow Hope” Program for Foster Care as the recipient of gifts from our Giving Tree. He explained speakers are willing to talk on this program at Mass.

The meeting was adjourned at 7:30 PM

Next meeting: **November 14, 2018. 6:30-7:30 One week early because of Thanksgiving.**

School Commission—Sr. Monica Fumo

- A parent volunteered to be the chairperson of the School Committee
- Principal Albright spoke at all masses to update Parishioners about the progress of the school and its relationship with the Parish and the congregation.

Finance—Terry Stanton

MINUTES FROM FINANCE MEETING - September 10, 2018

Meeting was opened with a prayer from Fr. Brian

- School has started but there are still some details that need to be ironed out with Seaton by both SCB and St. Roman's. There will be a meeting with the superintendent of schools next week. Jenny will be meeting with that person to discuss current issues. It seems that other parishes are also having the similar concerns. Pastoral Council will be meeting every month, however, Fr. Brian will be attending every other month.
- Seaton has not given enough information to Jenny so she can balance her books for the upcoming year. She was informed that they have "frozen" all funds for buildings and grounds while they are waiting for results from the "choice audit".

- Some of the school air conditioning units are still in need of repair.
- The convent still has some things that need fixing. Jenny will ask her husband if he would stop over to look at the things that need repair to see if he can fix them.
- Will be contacting Bluemel's for a bid for snow removal for the upcoming year as well as other contractors.
- Several trees throughout the property need attention. Some should be removed; others need to be trimmed.
- It was suggested that "shatter proofing" be done to the lower floor windows in the school. A film would be applied to the windows to insure this. Still remains an issue for further discussion.
- We will invite "Building and Grounds" folks to our next meeting.
- The picnic went very well despite the very hot and sticky weather. Good food, good music and a great job done by the committee.
- Stewardship is still looking for people to join this commission, they will meet in early November to discuss ways bring more attention to time, talent and treasure.

Worship Commission--Sr. Ellen Corcoran

- A Hospitality minister training/meeting (for new and continuing ministers) is to be held on Sunday, September 30, 2018 at 12:00pm. Topics to be addressed include CPR/Automatic External Defibrillator training, safety of the Parishioners (i.e. intruders), medical emergency incidents and the basic responsibilities of a hospitality minister.
- Eucharistic minister training will take place on Sunday, October 7, 2018.

Stewardship Commission—Adam Engman

- A campaign has begun to include the Parishioners of Saint Charles Borromeo to become Stewardship representatives of our Church
 - 10/13/2018—Stewardship Commission will be mailing a letter to Parishioners to plant the seed of time and talent that Parishioners can contribute personally
 - 10/27/2018—Stewardship Commission will have a Pulpit testimonial from a lay witness regarding time and talent and how that has positively affected his/her life through financial and spiritual gifts given by members of Saint Charles Borromeo Parish
 - Sometime in November: Stewardship Commission will send out a financial gift letter to all Parishioners
 - 11/10/2018—Stewardship video from the Archdiocese will be presented at all masses
 - 1/17/2018--Commitment weekend (pledge cards given to parishioners...details of this endeavor to follow)
 - Campaign talking Points
 - Gently suggest for more donations—the cost of living in general has increased throughout the years
 - Parishioners will be reminded that Saint Charles Borromeo's Building fund is a restrictive fund that is solely used for the mortgage payment (1.8+ million dollars still owed—less than 15 years left to pay)
 - Spring of 2019 will be focused on talent
 - Current focus is on Commission growth—new members needed
 - Lastly, another focus is to drawing people to come back to mass

Pastoral Council New Business:

- Dates for future Pastoral Council meetings:
 - October 22, 2018 (without Father Brian)
 - November 26, 2018
 - January 28, 2019
 - February 25, 2019 (without Father Brian)
 - March 27, 2019
 - April 22, 2019 (without Father Brian)
 - May 28, 2019

- Pastoral Council discussed having Common meeting nights for the Commissions. Pastoral Council will contemplate and discuss in the future whether Common meeting nights should be reintroduced. In the past, Pastoral Council and the Commissions met informally twice a year. This has been tabled until Liaisons can bring up the subject of this to each respective Commission
- It has been decided that Pastoral Council will sponsor Café Sunday on 10/07/2018
- Saint Charles Borromeo is currently looking for a replacement for the position of Parish Maintenance
- Dissemination of future reports
 - Pastoral Council Minutes will be published pre-approved for Parishioners to have access to them before they are formally approved. This is to allow the Parishioners to have access to the minutes in a timely fashion.
 - Pastoral Council Commission minutes (i.e. Finance Council, Evangelization, School, etc.) will be published as soon as possible at all entrance ways and on the website pending approval of the website administrator.
- Pastoral Council will sponsor a basket for the Dinner Auction. Terry Stanton will prepare the basket with items donated from other Pastoral Council members.
- Future Pastoral Council Agenda (next meeting):
 - Pastoral Council will analyze if the current plan for the dissemination of the Commission reports is feasible for the Parishioners.
- Next Pastoral Council
 - Prayers—Judy Schneidewent and
 - Readings and Reflections—Martin Ewert
- **Closing Prayer**—Bob Adamus
- Next Parish Council Meeting: October 22, 2018 (without Father Brian)