

**St. Andrew / St. Mary /St. Theresa
Pastoral Council Monthly Minutes
November 29, 2016. 6:30 PM at St. Andrew's**

Opening Prayer: Greg Petri

Attendance: MaryAnn Freund, Rick Torn, Scott Frechette, Andy Shoemaker, Eileen Lifke, Greg Petri, Ray Collien, Vicki Hartwig, Debbie Krapfl, Dennis Charapata, Lisa Hoffman, Father Tom

Guests: Cindy Thomae, Kathy Ritger

Review/Approval: October Pastoral Council Minutes. Motion made by Debbie Krapfl to approve the minutes. The motion was seconded by Eileen Lifke.

Open Forum: Cindy Thomae was present to get feedback from the Pastoral Council, regarding their participation in the 1% Challenge. The feedback overall was very positive. Council members felt that because of their participation, they were able to get to know Jesus Christ a little bit better and it helped them to form a stronger bond with him. The majority of members also developed a closer bond and relationship with the Council member they were assigned to complete the challenge with. The consensus of the Pastoral Council was that it was a success and that it should be presented to all of the committee's in the parish. The committee liaisons will be taking all of the information about the 1% Challenge, back to their respective committees. If everything goes well with the committees, it will then be presented to all 3 parishes, in time to coincide with the start of the Lenten season. Kathy Ritger also informed the Pastoral council that Inspirio, the company who helps with the CCD classes, will be closing their doors for good.

Committee Updates:

St. Mary School Advisory Board: Andy Shoemaker

*Discussed the possibility of expanding the daycare to include infants

1. Will need to address space constraints.
2. In mid January will visit other daycares to help get ideas.

*Revisited the idea of having the calendar of cash raffle. Father Tom will ask the Knights of Columbus if they would mind if the school did this, under the following conditions:

1. The word calendar is not a part of the title.
2. They don't sell during their peak time.
3. Will sell for 4-6 weeks starting with Catholic Schools Week.
4. They will pick winners from the first day of school in the fall until the Christmas break.

*The possibility of distributing bulletins for kids at mass

*Offering a crying room for very young children.

*Have the school kids sing in church during communion once a month, beginning in January.

*Discussed a potential fundraiser with Benvenuto's and Don Ramon's

*Discussion was held about increasing communication to parishioners who do not attend

mass, and therefore miss out on a lot of information.

*The Mayville Holiday Parade and the Polar Night Express Night were discussed. There will be another meeting at 8:00am on Tuesday, November 29th to discuss those events in more detail.

*Comprised a list of topics to address on future agendas:

1. An alumni survey
2. Birthday and Baptism cards
3. Mailing school brochures from a database

Christian Formation/Education: Debbie Krapfl

*No information. Next meeting will be in January.

Spiritual Life and Worship: Kathy Ritger

*Discussed their advent theme: Will I Know Him When He Comes.

*The bracelets distributed after mass with the Advent theme on them were very popular.

*The mass schedule for Christmas has been finalized. On Christmas Eve a 4:30pm mass be held at St. Mary's and St. Andrew's, a 9:30pm mass will be at St. Theresa's. On Christmas Day a mass will be at 9:30am at St. Mary's.

St. Mary's Finance: MaryAnn Freund

*The We Share online donation and event management program was reviewed.

1. Pros: More access and it will attract younger people.
2. Cons: Minimum of \$29/month plus a 1% transaction fee

*Need to determine how often the program would be used, before we commit to it.

*A qualified Charitable IRA Distribution allows retirees to use their Minimum IRA distribution to be given tax free as a charitable gift. We should post this in the bulletin for people's information.

*We reviewed the Financial Reports, the summer months are difficult, however we are ahead of last year.

*Reviewed the To Do list for this year

1. The retaining wall behind the school
2. The railing for the front of church.
3. The ball room door needs a seal kit for insulation.
4. Fascia and gutters on the church.
5. Address the dishwasher at the school.
6. The bell tower will need to be painted.
7. Check to see if the repair cost for the north wall of the school has been submitted to Veolia for payment.

*After the meeting we learned that the school boiler blew a compressor pump and a circulation pump. They both have been fixed. The gas inlet valve also went out and will be repaired on Monday 11/21/16.

St. Andrew's Finance: Debbie Krapfl and Ray Collien

*Finances as of October 31, 2016 were reviewed.

*Octoberfest was very successful with a profit of \$14,394.84. \$9,600.00 came from the raffle ticket sale. There were 434 dinners sold which is down from last year.

*Father Tom will have the office staff send out letters for all 3 parishes so parishioners can update their contact information.

- *Still waiting for the monument to complete the Joan Nitschke memorial. The bench and the monument concrete slab have been completed.
- *The missing shingles on the church roof will be replaced as the weather permits.
- *We will continue to go with Cintas for the church entry rugs at least thru winter. We will continue to research the cost of buying and maintaining our own.
- *Sure Fire will replace the relief valve in the center unit of the church boiler. They used a sealant to repair the leak in the boiler. They are not sure how long it will hold. We will have the state do another inspection.
- *Looking at Dish or Packerland to provide the rectory with internet service. Packerland gives special pricing for non-profits. Will see what Dish offers.
- *The church cleaning team will be cleaning every other week for approximately 3 hours.
- *Encore is in the process of repairing the light on the west pillar in church.
- *The largest crowd in many years attended the November 6th annual meeting. The meeting focused on answering questions regarding the future of the school building. We will continue to keep the parishioners updated as more information becomes available. We will send Don Diedrich a thank you note for attending the meeting and answering questions.
- *The main church doors need some weather stripping.
- *Two new Cutter Vac vacuum filters are needed for the church.
- *Will examine the church windows in spring to see if any repairs are needed.
- *School update:
 1. We received the report from Environmental Management and Testing in regards to where the asbestos was found in the building. It will be posted on our website under "Building our Future"
 2. Need to review the information from "Focus on Energy" as well as a document regarding historical buildings.
 3. Thomas Design will include state specifications. They are waiting for the survey.
 4. Submit design for bids to Capelle & Diedrich and Cardinal Construction,
 5. Obtain demolition costs and asbestos removal costs. {Done}
 6. Present Forms B & C to Archdiocese Building Commission. {Father Tom}
 7. Interview construction firms once approval is granted by the Archdiocese.

St. Theresa's Finance: Eileen Lifke

- *September and October minutes and financial reports have not been approved due to a lack of quorum.
- *Discussed the need for additional members for the Building and Grounds and Finance committee's.
 1. Nominees for Building and Grounds are Karen Scheberl, Gene Bodden and Neil Burns.
 2. Nominees for Finance are John Langenecker, Rick and Diane Steger, and Neil Burns.
- *Also need two members for the Pastoral Council.
- *St. Theresa's annual meeting will be November 27th after the 9:15am mass.
- *Discussed Christmas gifts for Father Tom, Deacon Willy, Kathy, Julie, Rose and the guitar choir.
- *Discussed high-level framework of Committee Goals as follows
 1. Support Catholic Education for the parish.
 2. Keep the parish financially sound
 3. Provide the resources to maintain the buildings and property.

4. Communicate the financial status to the parishioners.
 5. Preserve the long-term viability of the parish.
 6. Continue sound asset management for the parish.
- *These Pastoral Goals will be discussed further at the next meeting.

Human Concerns: Lisa Hoffman

- *With a few more orders yet to come in, the Work of Human Hands has about \$2000 worth of sales thus far.
- *Items are coming in for the annual winter clothing drive. One load has been taken to St. Vincent de Paul.
- *Information about Human Trafficking was presented. A group out of Beaver Dam called the Five Stones will come and do presentations on the human trafficking that goes on right here in our community. Lisa will inform the Pastoral Council and Father that we would like to have the group give a short presentation to all our committees on a meeting night to help make all of us aware of what is going on right here in our midst.
- *The Cancer Support Group had their first meeting. It had a nice turnout.
- *Bob will be giving a presentation on Advance Care Planning on November 12th.
- *The Grief Support Group seems to be getting smaller. These meeting might be ending.

Stewardship: Ray Collien

- *No information. Next meeting will be in January.

Tech Team/Website Update: Greg Petri

- *Trying to find a digital download of the 1% Challenge.
- *Offered to put up any information on Advent, Christmas, or Human Trafficking onto the website.

Old Business:

- *Scott Frechette has volunteered to be Secretary
- *St. Theresa's is still looking for nominee's for the Pastoral Council. They do have some nominee's for the Finance Council.
- *Committees are moving along with their list of goals.
- *Rick Torn presented a sheet with a possible list of goals for the Pastoral Council:
 1. Support and strengthen the spiritual life of parish members.
 2. Provide support and direction, while keeping parish committees focused and motivated.
 3. Recruit Pastoral Council and committee members.
 4. Set an example for our parish members in serving the Lord.
- *Rick stressed that this was just an idea of goals to help get us started. He reminded us that any goals should be able to be measured to see if we are on track to ultimately make those goals. The council felt it was important for members to try and recruit new members to replace them before their term expires. Kathy Ritger thought the council should try to focus a little bit more on communicating to the other committees and parishioners so that everybody knows what is going on. The possibility of sending out emails to parishioners that are not too long and that are specific to that person. Adding a link to that email that would direct them to the church website, so they can stay up to date on everything, know the names and contact information of the people who comprise the Pastoral Council and all of the committees, as well as when these groups meet. With permission from the Archdiocese, on what we put on it, the possibility of having a Facebook account.

*Father Tom, Greg Petri, Debbie Krapfl, and Mike Bemis will start to work on a Mission Statement.

New Business:

*Father Tom stated that he felt a Pastoral Council/Leadership Team to help him was not really needed. If he needs any help he will ask specific people who he is comfortable with and trusts to help him.

Announcements:

*If it can be set up, the group Five Stones will give a 20-30 minute presentation at the beginning of the 6:30 Pastoral Council meeting in January about Human Trafficking.

Prayer Assignment for Next Meeting: Dennis Charapata

Adjournment-Closing Prayer: Father Tom

Next regularly scheduled meeting: January 24th, at 6:30pm at St Mary's

Minutes prepared by Scott Frechette