

**St. Andrew / St. Mary / St. Theresa
Pastoral Council Monthly Minutes
September 26, 2017 / 6:30PM at St. Mary**

Opening Prayer: Andy Shoemaker

Attendance: Mike Bemis, Mary Jo Meyers, Rick Torn, Scott Frechette, Andy Shoemaker, Cindy Bowe, Eileen Lifke, Greg Petri, Terry Bauer, Vicki Hartwig, Debbie Krapfl, Dennis Charapata, Lisa Hoffman, Father Tom, Kathy Ritger, Neil Burns.

Review / Approval: June Pastoral Council Minutes. Motion made by Debbie Krapfl to approve The motion was seconded by Mike Bemis.

Open Forum: The Pastoral Council sincerely thanks and welcomes Mary Jo Meyers, Terry Bauer, and Cindy Bowe for accepting their new positions on the 2017 / 2018 Pastoral Council.

Committee Updates:

Combined Committee Meeting for the Advancement of St. Mary School: Andy Shoemaker

- *St. Mary's will be having an apparel sale
- *Going to set up a "virtual tour" of St. Mary School. It will be added to the website.
- *Would like to set up a swap meet of clothing items for the students of St. Mary School.
- *Will be setting a date to have an open house for the new Infant Day Care.
- *The number of children enrolled in the Infant Day Care program is increasing. We are having difficulty finding staff. Most applicants are looking for full-time hours. It was suggested to put something in the bulletin to see if there are any parishioners interested.
- *The wood arc / slide for the lower playground is no longer an option, due to the high cost. Will look into the purchase of a ball hoop.
- *Audubon Days Parade was discussed briefly. Any volunteers who are going to work on the float will have a separate meeting.
- *Received an email from the Milwaukee Bucks in regards to have a St. Mary's School group outing for an upcoming game. Will contact them to get more information.
- *Fundraisers for the upcoming school year were discussed. They include:
 - ^The Don Ramon Mexican Restaurant Night Out.
 - ^Starla's Dip.
 - ^Schwan's Cares Program
 - ^Faris Popcorn and Vintage Pictures
 - ^Vendor Fair (possibly the weekend of November 18th)
 - ^The Not- Calendar Cash. (will be addressed later)
- *St. Mary's School will participate in the Mayville Holiday Parade, on Saturday, December 2nd. Details will be discussed later.
- *The kickoff for Catholic School's Week will be held on Sunday January 28th. Going to contact Ms. Kim, to see if her Amazing Animals could provide the entertainment for the event.

Christian Formation / Education: Debbie Krapfl and Kathy Ritger

- *The theme for the upcoming CCD year will be "Saints in Training"
- *Plan on trying "Team Teaching" this year. Will have 2 teachers with the 3rd/ 4th/ 5th grade

classes, meeting from 6-7:30 one week, followed by the 6th /7th /8th grade classes the following week. Increasing the class times and alternating will still meet the required time.

*Will be having a Confirmation Retreat the second weekend in November.

*Will be forgoing the week long mission trip in the summer of 2018. Will focus on day missions more locally. Will look for opportunities with Feeding America, Second Harvest, St. Ben's, the Capuchin Community Services / House of Peace, as well as various local food pantries. Will discuss the possibility of having an "urban plunge" in Milwaukee at some point in either spring or summer. Will be presenting our plans at the Welcome Back Night.

*Will look into putting more time and effort into promoting the 2018 LifeFest in Oshkosh.

*The Graduation Breakfast, featured a breakfast prepared and delivered to St. Mary's. The meal went over very well and LeRoy Meats will probably be utilized in the same manner for future breakfasts. The per / person charge for the event did meet the cost of LeRoy Meats just fine. However, when the costs of decorating and door prizes were factored in, it exceeded the per / person charge. Will look into lowering costs for next year, especially with the door prizes and decorations.

*Three committee members will see their terms expire. Two of the three have agreed to serve another term. The remaining committee member will decide her future with the committee very soon.

*Goals for the 2017 / 2018 School Year: This year the committee will focus on Youth as our goal, teaming up with the mission trip core team to offer smaller, more local mission experiences throughout the school year, and also focusing on LifeFest as our big "event" with a goal to get more youth to attend LifeFest in 2018.

*The Lomira Knights of Columbus inquired to see what their group could do to assist us. It was determined that transportation needs would be a big help. If we could count on them to help us get transportation to any of our planned day missions as well as LifeFest, that would really be a big help. We will pass this on to the Knights of Columbus.

Spiritual Life and Worship: Kathy Ritger

*Had a recap of the Outdoor Mass, and start thinking about next years event.

*Planning for the upcoming Advent season.

*Getting ready for the Re-Dedication of St. Theresa's Church.

St. Mary's Finance: Mike Bemis

*Were approached to see if we could help set up tables, and to move desks from the Parish Center basement up to the school.

*The Pillar: we are down to the last applications of epoxy. The dry time per application is 7-10 days. The final steps are pouring concrete into the base and then smoothing the pillar through sanding.

*Bell Tower: We have received 3 bids to repaint the bell tower. The bids range from \$13,000 to \$39,000. The roof of the tower needs to be repaired also. Will look into a metal roof. Will table this issue until spring.

*Wall behind the School: Town and Country will repair it this fall.

*Fence repair: Received 2 bids to fix the fence by the playground. Will proceed with the \$3180 bid. Before the repair is done, the maple tree will have to be removed. It is rotten and will continue to lose more branches, that will fall and ruin the fence again.

*Received bids to repair the asphalt behind the school and across the street from the Church. The bids are \$34,075 for the school and \$28,225 for the Church parking lot. Will table until spring.

- *Will follow up on the repair of the aluminum cap on the north side of the school.
- *Will work on getting the minutes loaded onto the parish website.

St. Andrew's Finance: Debbie Krapfl

- *Finances as of August 31, 2017 were reviewed.
- *The proxy from the Archdiocese was received, giving us the approval to utilize the “Faith in Our Future” funds for the new Parish Center. (Will begin to use the funds when principal payments on the loan begin)
- *Pending—The casing around the lights to the west side entrance of Church keeps getting broken by falling bricks. Looking for a solution
- *Pending—Omni-Glass in Oshkosh has been contacted to look at the windows. However, we will be forced to look for other options because Omni-Glass never returned our calls.
- *Completed—The Church boiler has been replaced by Sure Fire.
- *Pending—The weather stripping on the main door at Church needs to be done before winter.
- *Pending—Dish quoted a price of \$59 a month (2 year contract) for internet service to the rectory (bundled with Hughes). Will check to see if it would service the new Parish Center.
- *Completed—A new gas stove was purchased for the rectory for \$687.21. It will be installed on September 19th.
- *The Annual meeting is tentatively set for Sunday December 10, 2017.
- *Checking to see what we can do with the transplanted trees that need to be straightened.
- *Looking to see what it going to take to reseed the south side of the new building.
- *Have to set a date for the opening of the cornerstone.
- *The Church roof needs some shingles to be replaced.
- *An additional invoice from Fleischman Excavating for extra fill, has been reviewed and paid in full.
- *Completed—The architect is working on plans to raise the ceiling in the hall.
- *The kitchen layout has been completed.
- *Working on pricing the appliances:
 - ^Double door refrigerators (54x78x30). One has a solid door, the other is clear.
 - ^Microwaves (2)
 - ^Stove—10 burners, 2 ovens, 5 feet wide
- *It was determined that a 3 phase electrical system was needed, so there will be an extra fee of \$1344.80. Alliant should have it hooked up within the next week.
- *Brick work will begin the week of September 18th.
- *Will be looking at our options for new garbage receptacles in the new building.
- *Electrician is installing dusk to dawn lights on the sides of the building. Will also be installing LED lights inside the building.
- *Gas line to accommodate the new stove has been installed.
- *Shelves will be installed in the storage and janitor's room. The storage room will also have plywood on the lower half of the wall to help save the drywall from being hit by chair and table carts.

St. Theresa's Finance: Eileen Lifke

- *Reviewed financial statements and minutes.
- *Elected new officers:
 - ^Mike Bodden—Chair
 - ^Gene Bodden—Vice-chair
 - ^Greg Petri—Secretary
- *Discussed the \$20,000 selling price for the 2 lots containing the basketball court.

- ^Joe Widmer did not attend.
- *Ed Trust monies received in August / September
 - ^Ed Trust market value still needs to be listed on the Parish financial reports to comply with the Archdiocese audit. Will establish an account in QuickBooks
- *Expecting payment from the Cemetery Fund.
 - ^\$12,500 received of the \$25,000 promised.
- *Will check to see if the heat is on a budget-billing plan.
- *Discussed the Church renovations.
 - ^Mike Smith and Luedtke Lumber are paid in full.
 - ^Must pay Rick Pahl.
 - ^Some renovation expenses will be assigned to general maintenance accounts.
 - #Hymn board and blinds taken out of renovation expenses, carpet bill moved in.
 - #Floor mats and handicap door opener will come from the maintenance account.
 - ^1099's must be issued to all major parties of the renovation project.
 - #Will need Federal tax ID numbers.
 - ^Will continue to send the blue envelopes for the renovation fund.
- *Discussed the necessary repairs for the 2 east-facing stain glass windows
 - ^The windows were covered by a wall, which was removed during the renovation.
 - ^The windows were found to be leaking and must be rebuilt.
 - #Estimated repair cost for the windows is \$20,000.
 - ^Will check to see if the bell tower is leaking.
 - ^Goal is to finish by October 30th.
 - ^Proxy will be started this week in the amount of \$35,000.
 - #This will include rebuilding the vestibule window and the 2 east-facing windows, plus re-installation costs.
 - #Will send a mailing to inform the parishioners of the new \$35,000 proxy for the windows.
- *A gift card to Sebastians will be purchased for Tom Schusler for his work reviewing the contacts.
- *The Annual Meeting will be discussed at the next Pastoral Council meeting.
- *Discussed the placement of bulletin board and food donation baskets in the Church entrance.
- *Need a speaker for the reconciliation room
- *Handicap door deactivates if the button is pressed too many times
 - ^This must be reset manually.
- *Boilers are in working order.
- *Fund raising thermometer will be removed in October.
- *Audit follow up of Ed Trust and the Cemetery Fundraisers
- *Grainger account needs to be updated. Was sent to St. Mary's in Lomira.
- *Ed Trust funds will be used to offer scholarships to St. Theresa ladies who would like to attend the Women of Christ Conference in November, but are unable to pay some or all of the \$35 registration fee.
- *Lomira / Theresa Knights of Columbus will discuss AED, First Aid kit and stained glass windows.
- *High-level framework of Committee Goals as follows:
 - ^Support Catholic Education for the Parish by sponsoring attendance to the Men / Women of Christ Conferences.
 - ^Keep the Parish financially sound.
 - ^Provide the resources to maintain the building and property.
 - ^Communicate the financial status to the parishioners.

- ^Preserve the long term viability of the Parish.
- ^Continue sound asset management for the Parish.
- *Goals will be finalized once the Pastoral Council completes its Mission and Goals.

Human Concerns: Lisa Hoffman

- *The Clothes 4 Kids collection was a huge success this year. \$192 was collected for the Lomira Food Pantry, \$1,111.00 for the Mayville Food Pantry, and \$2,522.00 was collected for the Clothes 4 Kids, plus 5 backpacks, 6 pencil cases, 3 new sweaters and a box filled with 8 new children's outfits.
- *If a majority of the members agree, and certain conditions are met, including some changes, the Human Concerns Committee could have a new chairperson very shortly.
- *Health Ministry: The TAG center is having an open house on Saturday September 16th. On Saturday October 21st, from 9:00am-11:00am a seminar will be held titled "Effective Communication Strategies in Dementia Care" at St. Mary's in Mayville. The Grief Support Group meets on the second Wednesday of the month at 9:00am, and the Cancer Support Group meets on the first Tuesday of the month at 6:00pm.
- *There will be no Crop Walk this year.
- *The Work of Human Hands Sale will be skipped this year.

Stewardship:

- *No meeting. Nothing to report.

Tech Team / Website Update: Greg Petri

- *The Mission Statement is posted on the front page of the website.
- *All of the old meetings were archived.
- *Working on getting the minutes from the St. Mary's Finance Committee posted.

Old Business:

- *Gene Bodden has accepted a position on the Pastoral Council. He will be representing St. Theresa's Parish. When he attends the next Pastoral Council meeting the Pastoral Council will be complete.
- *All of the feedback on the 1% Challenge has been very positive. Would like to do again with a new set of readings. However, the Archdiocese has come out with a new football themed program that puts more of a focus on praying, and not so much on actual scripture. After discussing the two different programs it was decided to order 500 cards from the Archdiocese with the football theme that has more of an emphasis on praying, and to try and implement it in time for the Advent season. Will then try and bring back the 1% Challenge with a fresh set of new Scripture readings and have that in place for the season of Lent.
- *Were presented with a potential list of Pastoral Council Goals:
 - ^Support and strengthen the spiritual life of Parish members.
 - ^Provide support and direction, while keeping Parish committees focused and motivated.
 - ^Recruit Pastoral Council and committee members.
 - ^Set an example for our Parish members in serving the Lord.
- *The presentation of the Cornerstone Awards has been delayed by a computer glitch, and the renovation of St. Theresa's Church. Will look to present them around October 8th. The Cornerstone Award winners are Joan Brown from St. Mary's, Karen Scheberl from St. Theresa's, and Ray and JoAnn Collien from St. Andrew's.

New Business:

- *After reviewing the calendar and agenda for the upcoming Pastoral Council year, it was determined to relocate any meetings scheduled for St. Mary's Parish Center to the gym at St. Mary's School. This move will provide a little more room for the Pastoral Council as well as any future guests or presentations that might happen over the course of the upcoming Pastoral Council year.
- *Pastoral Council Liaison assignments were announced:
 - ^Scott Frechette for the Spiritual Life and Worship Committee.
 - ^Neil Burns for the Stewardship Committee.
- *Information directing the new Pastoral Council Members to the Parish website so they can find the links that will allow the new members to complete their Orientation webinars was given.
- *Mission Statement:
 - ^We the Parishes of St. Mary, St. Andrew, and St. Theresa proclaim our faith in Jesus Christ and affirm our call to be his disciples as Members of the Roman Catholic Church. Strengthened by Word and Sacrament, we are called to share our faith freely, recognize the needs of others, and build a community where we are welcome without prejudice, with prayerful use of our time, talent and treasures.

Announcements:

- *Will have to set the dates for the Annual Meetings for the 3 Parishes. St. Andrew's is going to be set for the second Sunday in December (December 10th). Dates will have to be set for St. Mary's and St. Theresa's.
- *Were approached to see if we would be interested in doing a new and updated Parish Directory. 2012 was the last time we had one done.
- *Our Parish Committee's. Are there enough people serving on them? The Human Concerns and Spiritual Life and Worship Committee's were identified as two groups that could use some more people. After discussion, it was decided that an announcement in the Bulletin would be made asking the Parish for some volunteers to help serve on these committee's.

Prayer Assignment for Next Meeting: Scott Frechette

Adjournment-Closing Prayer: Father Tom

Next regularly scheduled meeting: October 24th at 6:30pm at St. Theresa

