

**St. Andrew / St. Mary / St. Theresa
Pastoral Council Monthly Minutes
November 28, 2017 / 6:30PM at St. Mary**

Opening Prayer: Lisa Hoffman

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

Review / Approval: October Pastoral Council Minutes. Motion made by Mike Bemis to approve. The motion was seconded by Neil Burns.

Open Forum: Will start to look for a replacement representative from St. Theresa's Parish to serve on the Pastoral Council in place of Gene Bodden. Gene Bodden will continue to serve on St. Theresa's Finance Committee.

Committee Updates:

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

*The Vendor Fair on November 18th at St. Mary's School was very successful.

*Upcoming Fundraisers:

^Don Ramon Mexican Restaurant Night Out on January 11th

^LTD

^The Schwan's Cares Program

*Survey---Will be asking people why their kids do not attend St. Mary's School.

*St. Mary's School will participate in the Mayville Holiday Parade on December 2nd.

*Mrs. Ries will be meeting with Chief Vossekuil in regards to Active Shooter situations and school lock-down procedures.

Christian Formation / Education: Debbie Krapfl and Kathy Ritger

*The adult leaders will be getting together with their groups to discuss their plans for participating in some of the upcoming local mission trips around the area.

Spiritual Life and Worship: Scott Frechette

*The October Rosary Devotions went very well. Attendance was about the same as in years past.

*The All Souls Day Remembrance Service went over extremely well, as more people attended than had signed up for.

*The Re-dedication of St. Andrew's Hall is on hold.

*The Re-dedication of St. Theresa's Church will take place at the 9:15am mass on Sunday, December 3rd. Bishop Schuerman will be at the service, with a brunch taking place after the service.

*Advent Theme will focus on "Being Watchful". A clock theme for the bulletin cover as well as a clock visual for the back of all three Churches will be displayed.

*Father Tom has picked a book comprising of 90 short stories of spiritual wisdom for his upcoming book club. Sign-up for the club will occur over the next couple of weeks, with discussions beginning around the second week of January.

St. Mary's Finance: Mike Bemis and Mary Jo Myers

- *The pillar work is complete. Hechimivich will complete the final cement work.
- *Rotec has completed the rail for the front of Church. Now we need to get it installed.
- *Town and Country is sending a new quote for removing the wall behind the school.
- *We have accepted the Schneider and Schneider quote of \$26, 474.00 for painting the bell tower.
- *The trees by the fence by the Church office have been removed and the stumps ground out. The new fence should be done before the start of winter.
- *The snowplowing contract has been approved.
- *Father Tom is reviewing the costs of getting a new tabernacle.
- *The committee reviewed all of the financial reports. Father Tom answered all of the committee questions.

St. Andrew's Finance: Terry Bauer and Debbie Krapfl

- *Finances as of October 31, 2017 were reviewed.
- *The Annual Meeting is set for December 10, 2017.
- *Completed: Weather stripping on the main door of Church.
- *Pending: Internet service to the rectory and parish hall. Need to decide what type of service we will need in the parish hall.
- *Completed: Snow removal for the upcoming year has been taken care of.
- *The cornerstone was opened on Saturday, October 28th. (see the addendum to the October 10th minutes, for details of the contents.
- *New cornerstone options were discussed. (Incorporate into the landscaping along with the Blessed Virgin Statute).
- *A Facility Use Contract: Some minor changes are needed, along with determining who will be in charge of renting the hall along with obtaining signatures on the contracts.
- *We are looking for an individual(s) to clean the Church.
- *Father Tom is working with the Archdiocese to set the "Re-dedication" date for the Parish Hall.
- *Service Master will be contacted in regards to cleaning the buildings after construction is complete.
- *Church roof—replace the missing shingles (2018 project)
- *Church windows—need to be looked at due to rain leakage.
- *Casing for outside Church lights by the bell tower entrance need repairs.
- *Transplanted trees to the south of the building may need straightening.
- *Parish Hall Update—tentative completion—end of November.
 - ^The appliances will be delivered and set up once the flooring is complete.
 - ^Garbage containers will be purchased upon building completion.
 - ^Painting is complete with some touch up work to be done.
 - ^Chair and table carts will be ordered when the flooring is complete.
 - ^A 21x42 cabinet has been ordered for the kitchen area.
 - ^Need to have the electricians install an outlet under the inside of the island cabinets. Code will not allow us to have them on the top where we had them in the school kitchen. (In progress along with adding more outlets)
 - ^Wall sconces for the walls in the main hall have been ordered from Menard's.
 - ^Metal shelving for the storage room, to be used for storing roasters, etc. Will order two units with the dimensions of 72x24x54.

St. Theresa's Finance: Eileen Lifke

- *Reviewed and approved financial statements by consensus.
- *Reviewed and approved minutes by consensus
 - ^The Educational Trust is now listed on the Balance Sheet of the Financial Statement's, and the parish office is now receiving copies of the Cemetery Bank Statement's. These were both requirements of the last Archdiocese audit.
- *The Renovation Committee will be meeting to discuss the completion of the Church. Storage and placement of the bulletin boards will be part of the discussion. Will contact the committee to see if the final renovation numbers will be published in the bulletin.
- *The Annual Meeting was well attended and everyone thought it went well.
- *Grant applications for the proposed Automated External Defibrillator (AED) were presented. The forms will be completed and forwarded for Father Tom's review prior to submission. Discussion on training will continue after the AED device and First Aid Kit have been received.
 - ^Beaver Dam Community Hospital has a grant for \$1,800 and is due January 30, 2018.
 - ^Agnesian has a grant, however it does not list an amount or a due date.
- *A donation request was presented, and agreed to by consensus, pending Father Tom's approval, for \$50, to the Shop with a Cop Program.
- *Pending Father Tom's approval, the committee agreed by consensus to purchase the following gift cards for Christmas gifts to staff and selected volunteers:
 - ^\$100 Piggly Wiggly – Father Tom.
 - ^\$50 Menard's—Mark Walcheske
 - ^\$50 Fleet Farm—Brian Trauba
 - ^\$50 BP—Willy and Lee Bleuel
 - ^\$50 Piggly Wiggly—Father Al, Julie Spittel, Rose Wild, Kathy Ritger, Monica Steger, Karen Bodden, and Adeline Krapfl
- *High-level framework of Committee Goals as follows:
 - ^Support Catholic Education for the parish by sponsoring attendance to Men of Christ / Women of Christ Conferences.
 - ^Keep the Parish financially sound.
 - ^Provide the resources to maintain the buildings 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 it's Mission and Goals.

Human Concerns: Lisa Hoffman

- *St. Vincent de Paul: Assistance given last month was \$570.00. It was distributed and helped out two families.
- *The health seminar “Effective Strategies in Dementia Care”, was well attended. 24 people attended the first session, with an additional 5 or 6 more attending the second session. The next seminar being planned will be on either the first or second Saturday in March 2018, and will be about COPD.
- *Salvation Army Bell Ringing Campaign: Each volunteer had to sign up individually at the store, to choose a time that worked out the best for that volunteer, instead of having a time assigned to them. We were able to get 10 volunteers to donate their time to this Campaign.
- *Calendar Bulletin Insert: A new calendar for our upcoming collections was created, and inserted into the bulletin.
- *Winter Clothing Drive: It is currently being held in November. An announcement in the

bulletin, as well as a pulpit announcement will be made. All items collected will benefit the St. Vincent de Paul or the House of Peace in Milwaukee.

*50 Christmas Cards will be made and distributed to Shut-ins during the upcoming Christmas season.

*Christmas Giving Tree Support: Will check to see if any help is needed, with the Giving Tree gifts.

*Open to any ideas for the January Activity. As of right now, nothing is planned.

*The website for the Wisconsin Catholic Conference was presented. You can sign up to get bi-monthly emails for information about projects, educational resources, bulletin inserts, etc. There is also much more information about other sites on the diocesan website. The website is: www.wisconsinatholic.org.

*A special thank you goes out to Lillian Wondra for the wonderful job she does cleaning and repairing the large amounts of clothing items for PAVE. Thank you Lillian.

Stewardship: Neil Burns

*No meeting. Nothing to report.

Tech Team / Website: Greg Petri

*St. Mary's Finance report is not showing up on the website.

*Need a picture and email address for the Pastoral Council Profile of Neil Burns.

Old Business:

*Will start the search for a new Pastoral Council Member to represent St. Theresa's Parish.

*The new program called the "Post Game Review" was distributed to parishioners last Sunday. Leftover cards will be left in the back of all three Churches. Due to the positive response of the 1% Challenge last year, it will be brought back during the Lenten Season, with new scripture passages.

*The Annual Meetings for all three parishes were well attended and went well overall.

*Will be putting in a request in the bulletin, asking parishioners for help in serving on the Spiritual Life and Worship Committee.

^Do the parishioners have a good understanding of the committees?

^Is it possible for a CCD member to join one of the committee's to help them get service hours?

^Pastoral Council discussed that in a lot of cases, most parishioners don't realize the talents they have. And it takes someone else to point it out to them. While it is still important to use the bulletin to announce and help fill open spots on committee's, the best way to fill those spots is to have someone go up to them, and personally ask them.

*Will be looking at coming up with a list of goals for the Pastoral Council.

New Business:

*The committee's for the most part, have a list of goals for the upcoming year. Some are waiting to finalize those lists, once the Pastoral Council has got their list of goals completed.

Announcements:

*St. Andrew's is in the process of looking at what they can charge for the use of their facilities, for weddings and other private events. Right now they believe they are on the low end of the spectrum for what they charge, and will most likely raise the rates. Hope to have an update soon on what they decide to charge, as it is still a fluid situation.

Prayer Assignment for Next Meeting: Neil Burns

Adjournment / Closing Prayer: Father Tom

Next Regularly Scheduled Meeting: January 23, 2018 at 6:30pm at St. Mary's