

**Christ the King Church  
Parish Council Meeting  
June 9, 2020  
5:30-7:00pm**

**Present:**

Pastor:	Fr. Erik Pohlmeier
Associate Pastors:	Fr. Tuyen Do; Tr. Taryn Whittington
Finance Officer:	Jackie Kaufman
School Principal:	Kathy House
Recording Secretary:	Teri Tribby
Voting PC Members:	Rick Edwards Debbie Harris Shelly Quick Lori Wilbur Judd McDaniel Victoria Volpi

**Absent:**

Sam Harris  
Brian Provencher  
Steven Foley

**Meeting Notes:**

The meeting was called to order at 5:30p.m. with an opening prayer offered by Fr. Erik Pohlmeier. A motion to approve the April minutes was made by Rick Edwards, seconded by Lori Wilbur and unanimously approved.

Fr. Erik discussed the direction for future with PC Committee Reports being emailed out prior to the meeting so we do not spend time reading reports that can be read in advance and questions answered at the meeting. A copy of the PC Committee Reports is attached.

**CTK School**

The biggest question asked over the summer has been about school opening. Lots of discussion on the National, State and Catholic levels. Drawing from those discussions, Kathy House and her team have been creating various possibilities for the fall.

We came up with a plan for Summer Camp. Three days a week to make it work financially. Kind of a “test case” for the school with less intensity, but getting a sense of what works.

Kathy House sent out a survey to all school families to get feedback. Within one hour of the email being sent, she received 100 positive comments regarding distance learning, 10% of families want to stay on AMI (Alternative Method Instruction). They are looking into a hybrid option for fragile students.

### **Parish Budget**

Jackie Kaufman present the 2020-2021 Parish Budget for discussion/approval. She gave PC members a copy of the budget and reported the Finance Council met and recommend approval. We went for 9 weeks with no public Masses, so we are just now seeing collections and how this will affect our financial projections. After some discussion on the two Federal grants we have received, the Payroll Protection Program and the Ready for Business (disinfectant spray) grant. After some discussion, a motion was made by Debbie Harris to approve the 2020-2021 Parish Finance Budget as proposed, second by Judd McDaniel, and unanimously approved.

### **Charitable Funding Budget**

Teri Tribby presented the 2020-2021 Charitable Funding Budget for discussion. She handed out a spreadsheet showing the grant requests from various agencies and we still have \$12,487 still available. After some discussion on where these funds could be used, PC members were asked to email their recommendations to Teri/Fr. Erik.

### **CTK Mission Statement**

Fr. Erik passed out copies of the Mission Statement Draft along with some suggestions that were emailed to Fr. Erik. He discussed the process: template sent out, virtual meeting, feedback from PC Members, Parish Staff (reoccurring values repeated), how to measure success and to keep it short and memorable. He asked members to take the pages with examples to pray about. We don't want to rush, but need to narrow it down over the summer. We also need to keep in mind how we will incorporate our new Mission Statement into various groups, what does it mean to be a parishioner of CTK, how can we use our gifts to serve the parish, how do we connect people (not just persons in the pew), that it is not "for self" but "for church". Remember we are the vine and there are many branches, part of the body of Christ.

We receive grace through the church to turn around to people who don't know God. How are we carrying out our mission statement. To do God's work, we must be fed by God. We must be careful to avoid the danger of inward focus. How does this effort help us with the work we are doing.

Fr. Erik present a slide with a worksheet that helps determine parish group success. Outward focus on how better to serve the community and our parish.

The meeting was brought to a close at approximately 7:00 p.m. with everyone praying together "Our Father".

The next meeting is scheduled for **August, 2020**. Date and time will be emailed later.

Respectfully submitted,

*Teri Tribby, Acting Secretary*

## Parish Council Committee Reports

### Finance Office

<b>REGULAR CHURCH OPERATIONS</b>	<b>Actual</b>	<b>Budget</b>	<b>\$ Budget</b>	<b>Actual</b>	<b>Actual:This Year</b>
	<b>MAY 2020 YTD</b>	<b>MAY 2020 YTD</b>	<b>Variance</b>	<b>MAY 2019 YTD</b>	<b>Vs Last Year</b>
					<b>Variance</b>
<b>INCOME</b>					
First Collection	2,280,023	2,367,368	(87,345)	2,368,431	(88,408)
Vision Collection	246,436	274,241	(27,805)	276,869	(30,433)
Other Income	782,305	844,610	(62,305)	863,714	(81,409)
Total Income-lower due to COVID19	3,308,764	3,486,219	(177,455)	3,509,014	(200,250)
<b>EXPENDITURES</b>					
Regular Operating Expenses-lower due to spending limits put into place after COVID19 and also because Paycheck Protection Program Loan was received that covers payroll	2,938,810	3,334,592	395,782	3,059,641	120,831
Savings	83,217	166,434	83,217	305,129	221,912
Note Payment	221,912	138,695	(83,217)	0	(221,912)
Total Expenditures	3,243,939	3,639,721	395,782	3,364,770	120,831
<b>NET OPERATING INCOME (LOSS)</b>	<b>64,825</b>	<b>(153,502)</b>	<b>218,327</b>	<b>144,244</b>	<b>(79,419)</b>
NOTE: This Actual vs Budget Report does not include Mission, Capital Campaign Pledge Payments, or Columbarium Niche Sales					
<b>Year to Date Actual Compared to Budget and Last Year Actual</b>					
First and Vision collections are less than what was collected last year at this time by (\$118,841)					
First and Vision collections are less than budget by (\$115,150)					
Year To Date Other Income: Includes Afterschool fees, Mother's Day Out Program Income, Summer Camp Income, Leasing Income, Bookstore					
Year To Date Expenses: Includes Compensation & Benefits, Rectory, Convent, Utilities, Buildings & Grounds, Administrative Expenses, Support of Ministries and Programs, Subsidy to School, Diocesan Support, and Charitable Outreach.					
<b>Loan Information</b>					
CTK Church Owes to Deposit & Loan - Construction Loan Amount Outstanding:	\$1,599,360			Paycheck Protection Program Loan	279,736
				Loan forgiveness after 24 week period will be sought	
Term reduced to 7 years, Interest Rate 3.928%					
Monthly Payment: \$27,739					
<b>Cash Balances</b>					
Church Operating & Savings	\$1,234,080	*includes \$21,000 of Ready for Business Grant funds			
Construction	\$7,284				
Columbarium	\$198,590				
Mission	\$56,767				
Paycheck Protection Program - Church	\$123,752				
<b>Columbarium</b>					
Niches sold to date	479	or 77%			
Total Sales to date	793,100				

## **Parish Life & Outreach**

1. Many of our CTK groups are meeting via Zoom to stay in touch.
2. The Church office has stayed open every day and busy with phone calls, mass intentions, sick calls, funerals, columbarium sales, baptisms, new parishioner registrations, etc.
3. Due to social distancing we are canceling the Parish Patriotic Picnic this year.

## **CTK School**

### *Significant Events in last 30 days:*

1. The school year ended with distance learning from March 12-May22. The teachers worked hard to provide rich educational opportunities to continue the education of our children and did a wonderful job.
2. More zoom meetings were held than I can count including: School Board meetings, weekly faculty meetings, weekly staff meetings, Principal meetings, and webinars of all sorts helping us learn how to deliver education virtually. Mrs. Coppola and I zoomed into many classes to check in on kids.
3. Textbooks, workbooks, chromebooks and supplies were sent home in March and then returned in May.
4. Teachers were scheduled to work in their classrooms 4 per day over a three week time frame to get ready for the end of the year.
5. Virtual 8th Grade Graduation was held on May 19. The week of graduation was Celebrate 8th grade week. Special virtual events were scheduled each evening for our 8th graders such as: pictures with the kids and their Congratulations Graduate Signs, Awards video, class video.

### *Significant Upcoming Events:*

1. A Task Force is working on guidance for Covid-19 and reopening our school. It will continue to meet throughout the summer as more information becomes available from state and local authorities.
2. The Family Faith Formation Committee was formed as a new committee of the School Board and has had its first meeting this week.
3. School office is closing June 15-August 1, but we will be checking phone messages and emails daily.
4. Teachers are scheduled to return on August 10 and the first day of school is August 17.

## **Music Ministry**

1. Rees Roberts is moving back to Tempe Az but luckily Mark Binns is unable to work on Broadway and will help us out for the summer and fall. Thankful to Becky Ridgeway and family for covering one of the 7 Sunday Masses and helping us out to provide music at all the Masses.
2. Also, thank our cantors who come to sing and disinfect the loft after Masses.

## **Faith Formation**

### *Significant Events in last 30 days:*

1. Kerygma Lenten Retreat – was held on Saturday, March 14th from 9 am – 2 pm in the CTK Family Life Center. The videos are online and groups such as “Men of Faith” have used them and the materials for successful online meetings.

2. Middle School Program (Catholicism for Middle Schoolers) – we wrapped up the year with our final session online. Overall we experienced a lot of growth this year spiritually, so we plan to continue the separation of boys and girls when it comes to the small groups next year as well. Next Session, will be our first one in September, whether it will be online or in person, on the virus knows.
3. RCIA and RCIC – Saturday, May 23rd at the 5:30 pm Mass 20 Fr. Erik received in 20 new members to our to the Catholic Church through sacraments of initiations and he confirmed one teenager. We still have 23 more that plan to come in at a later date. The decided to wait because of health concerns or the original date did not work for their family’s schedule.
4. 1st Communion – was held at all but one Mass over the last two weekends, May 30th and 31st and June 6th and 7th. A total of 76 made their 1st Communion and 7 have decided to wait until a later date.

*Significant Upcoming Events:*

1. Confirmation – Spring Confirmation meeting has been rescheduled for Thursday August 27th, at 7 pm in the Church. Look for an email within the next couple of week concerning possible changes to service hour requirements.
2. Planning, Planning, Planning and looking at yearly purchases, which to fit into this year’s budget and which to push off until next year.
3. RCIA – Easter Vigil – not sure when we will start next year’s sessions, but we do have an early Easter next year, so new members hopefully will be welcomed in at the Easter Vigil on Saturday, April 3rd.
4. Confirmation – Next year’s confirmation class is scheduled to be confirmed on Sunday, March 14th at 3 pm.

**Youth Office**

*Significant Events in last 30 days:*

1. In May, CYM continued to meet on Wednesday nights online using Zoom. Our nights included fun games, prayer, videos of youth ministry speakers such as Mark Hart, Jason Evert and Sarah Swafford, with opportunities for discussion afterwards. Although we miss meeting in person in the youth center, this has been a way for us to stay connected as best we can.
2. On Friday, June 5, we gathered at 3 PM in the church for an hour of prayer. We were grateful for Eucharistic exposition at that time, allowing more youth to gather in the larger space of the church for a time of prayer.
3. Mrs. Davies, Mrs. Ridgeway and Marvin Boyd have conducted interviews with 12 amazing youth who will be our Youth Advisory Team for the 2020-21 year. A retreat for this group is scheduled for August 9-10.

*Significant Upcoming Events:*

1. We started the T3 Timeline Bible Study last week on Zoom. This is a wonderful 8 week video study with Mark Hart. Our hope is that at some point we will be able to meet in the Youth Center in small groups to complete this study, but for now, we will provide the videos and discussion online.
2. We will promote Season Two of the ProjectYM program that will be shown on Sunday nights. This season, they are partnering with Alpha Youth, which is a small-group based series of interactive sessions exploring the basics of the Christian faith.

3. Wednesday, July 22 at 6 PM is the date scheduled for our Graduate Mass that usually takes place in early May. We hope to be able to host a reception afterwards to celebrate our graduates.
4. We will continue our 5 PM hour of Eucharistic Adoration on Sundays in the chapel according to the necessary guidelines.
5. Unfortunately, the Steubenville Youth Conference was cancelled due to concerns of Covid-19. An online conference will be held in its place. Also, our usual trip to Silver Dollar City in Branson, Mo. in September is postponed. (This day takes place on the Friday that the 8th graders are out of school for the Teacher Professional day, which is usually in September; however, that event has been postponed, thus the trip is postponed as well.)

### **Mission Office**

#### *Significant Events in last 30 days:*

1. Over 2500 masks have been sewn and distributed to VA Hospital, UAMS, Easter Seals, Pinnacle Pointe, Jericho Way, AR Pregnancy Resource Center, and various other groups and individuals. These masks were sewn by our STC Sewing Students, Team Leaders, and volunteers from Christ the King, St. Theresa, and St. Joseph in Conway. Masks are still being sewn and we will continue to distribute them as needed. We are so grateful for all the volunteers and donors. We told our students, “Yesterday you were a student, but today you are a missionary.” So incredibly proud of everyone.
2. Teri and Betty Jo have been working on establishing an ongoing Donation Area in the Vestibule of the Church on the side by the Ladies Room. We will be moving wheeled carts from our former Honduras Mission to collect the donations, and Mission information and events will be posted on the bulletin board. We hope to have a “Mission Sunday” once a month to highlight and collect for a particular charity or need.
3. Work is underway on the Honduras Archives Project. Mary Jo Lewno is making good use of her time at home to sort through the pictures, etc. We plan to purchase a digital picture frame to display pictures from the 22 years of the mission.
4. We have begun connecting with several charitable groups. We have also been talking with some of our parishioners. The Mission hopes to help people connect with various volunteer opportunities and donation needs in our area. We hope to have a variety of service and donation opportunities both here at Christ the King and out in the community.

#### *Significant Upcoming Events:*

1. Betty Jo and Fr. Taryn have been meeting regularly about the mission, and conversations have been one on one with our Mission Vision Committee. We plan resume our group meetings in June. We will reschedule our Missionary Retreat, which will be led by Fr. Taryn and Dc. Danny Hartnedy, when it is safe to do so. The Abba House Garage Project will also need to be rescheduled. We have resumed discussions on the Diabetes Program for St. Theresa and Holy Spirit Church in Hamburg.
2. The Sewing Team plans to meet with St Theresa Team Leaders to discuss our future plans. We were only halfway through when classes were cancelled for the Spring Session.
3. The final move out of the Honduras Warehouse is scheduled for June 10th.
4. We will continue visiting with parishioners about their thoughts on our Mission Program, and we are working on a list of projects suitable for confirmation service hours.

### **Fundraising**

1. We were unable to have Rexfest this year due to the Coronavirus but we are going ahead with the Grand Giveaway Raffle.
2. Tickets were mailed to all parishioners and school families and the raffle will be held on June 29th at noon. Tickets are \$1 each and there are 3 prizes: \$1000, \$500 and \$250.

### **MDO/Nursery**

1. MDO and nursery are closed Right now. The nursery is staffed and ready to go once we are given the approval to open. I have been updating them and keeping in touch and they're all eager to return to work, whenever that may be.
2. We will open up registration for the 20-21 year for the nursery as well, once we are reopened ;)
3. I am planning for next school year. I am planning as if things are normal, and we are going to start like normal. Next month, I am going to send out paperwork to all families of enrolled students.
4. Teacher work week begins August 25 and then we will have our open house/meet the teacher September 1 and first day of school September 8

### **Men of Faith**

1. In lieu of in-person meetings, Men of Faith is still meeting every Friday morning at 6:45 via Zoom. We have had a great turnout and very active discussions. We started by digging deeper into Fr. Erik's Lenten Retreat videos, and are now discussing "Discovering Your Story". The meeting is open to all men of the Parish. To attend the Zoom calls, send an email to Jim Drake at [jpdrake4646@att.net](mailto:jpdrake4646@att.net) and request login credentials
2. As soon as we are able to meet again, Men of Faith will be rolling out an updated vision and mission. We have spent the last few months preparing for the future. As a result of multiple planning meetings and a survey of all the men, we have content defined for the next 18 months that is consistent with our new goals. All men of the parish will be invited to join us.

### **Primetimers/Seniors**

1. The Primetimer program activities have been put on hold since March 13th to protest our seniors from the COVID-19.
2. During this time of social distancing we have been reaching out to our community of 65 and over by making calls and letting our parishioners know that we are available for helping with groceries, deliveries, providing masks, etc.
3. Continue reaching out and staying in touch with our active Primetimers by making calls and sending cards, etc.
4. Waiting to see what Gov. Asa Hutchinson says about opening things up for senior citizens.
5. Checking to see what other groups are doing regarding this population.

### **Scouting (Boys/Girls)**

*Significant Events in last 30 days:*

1. Most of the Scouting activities for the Cub Scouts and Girl Scouts were highly limited due to the COVID-19 pandemic and the hands-on nature of the activities of the younger participants.
2. The Boy Scouts started meeting by Zoom in late March and continued meeting through May before taking a summer break
3. The decision was made that the Boy Scouts will not be attending the traditional summer camp that they have done over the last several years.

*Significant Upcoming Events:*

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**Vocations**

1. The Harvest is Great! The Workers are few! Are you willing to help!
2. Sam Ray, formerly on our Vocations Committee, recently signed the DIOLR documents to officially become a Seminarian for the Priesthood.
3. CTK is excited and proud of Sam. He did wonderful work on our committee. May God Bless him Everyday!
4. We are working toward the selection of 2 High School Seniors to represent young men and women in high school 2000-2001 on our Vocations Committee .