

Christ the King Church
Parish Council Virtual Meeting
April 21, 2020
5:30-6:30pm

Opening: Fr. Erik Pohlmeier offered a pray to start the virtual meeting.

Present:

Pastor:	Fr. Erik Pohlmeier
Associate Pastor:	Fr. Tuyen Do
Finance Officer:	Jackie Kaufman
Voting PC Members:	Brian Provencher
	Rick Edwards
	Sam Harris
	Debbie Harris
	Shelly Quick
	Lori Wilbur
	Steven Foley
	Victoria Volpi
	Myra Steinkamp

Absent: Judd McDaniel

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 March minutes was made and unanimously approved.

Fr. Erik gave an update of reports provided by staff members:

Youth

We have used the Zoom Application to hold weekly CYM meetings as follows:

April 2 - YAT Meeting: our first attempt using Zoom. Great opportunity to lay eyes on the youth and bounce some ideas off of them for our Wednesday meetings.

April 8 - Fr. Patrick Friend, Journey through the Mass (Part 3) - Liturgy of the Eucharist. Fr. Pat and Dc. Joe Friend hosted this evening from the House of Formation Chapel. (33 participants, adults and youth)

April 15 - My Music, My Life - 3 youth presented songs then shared witness talks with all participants. It was a powerful night that began with a virtual Rock, Paper, Scissors Ice Breaker (28 participants, adults and youth)

April 16 - Adult Advisory Board follow up meeting

April 22 - In progress: We are looking at sharing a Mark Hart (VP, Lifeteen) talk regarding adoration of Jesus in the Tabernacle. We want to be sure the youth are aware of the opportunity to sit with Jesus in the church (6:30am-6:30pm). This would be followed up with praise & worship music. Of course we have to have an icebreaker to start, so how about a virtual home scavenger hunt!

We have also promoted the Nationwide ProjectYM virtual youth group meetings that have livestreamed every Sunday evening beginning March 22. These nights have a format of icebreaker, prayer, praise and worship, keynote speaker, and final prayer and blessing. It's hard to know how many youth have participated on these nights, but I would guess it ranges from 6-12 (youth and adults) on any given Sunday.

In addition, we have introduced the youth to the Litany of Trust prayer. We are currently working on a group project to record the prayer and hope to present it to CYM this Wednesday. I will share it with you once it is complete. It might be nice to post on our parish website or youtube channel, with your permission of course.

Lastly, we have distributed 58 "goody bags" to many CYMers. These bags included treats from the youth center (soda, candy bars, chex mix and chips) as well as holy cards/miscellaneous prayer cards used throughout the year at life nights, and a note from their youth leaders. Bevie and I hand delivered to the front porches of our youth, ringing the doorbell and then making a dash for our cars. Some of them (or their parents) caught us in the act. We received lots of smiles and notes of thanks from the youth. Just a little something to let them know we miss them, love them and are praying for them!

Pre-K

The PreKindergarten staff has been working very hard to continue teaching the students. We have sent out packets three different times. We have started a YouTube channel and have sent out daily messages from our YouTube channel. We have made calls, sent emails and have done zoom lessons for our students.

As far as technology, the following accounts have been set up for the students.

1. HappyNumbers.com -Students practice their math skills at home and the teacher can monitor their progress.
2. scholastic.com - Scholastic has several books and learning activities for the students.
3. allelu.com - Allelu is our religion curriculum. Students can watch videos and learn more about their faith.
4. frogstreetpress.com - Our new curriculum is Frog Street Press. Students are able to have books read to them, watch videos on letters, numbers, shapes, colors, and sounds.
5. ABCmouse.com - ABC mouse has a wide variety of activities to work on.

Teachers have been having weekly zoom faculty meetings with Mrs. House on Mondays and PreKindergarten teachers have been doing weekly faculty zoom meetings on Tuesday.

I have been in contact with Katie Razer, DHS Specialist, about any changes for next year in regards to COVID-19. (Ratio and any new procedures)

Staff changes for 2020-2021, Kathleen Hartnedy has resigned, effective the end of the school year. Kristen Bridges will return for the 2020-2021 school year.

Summer Camp

Since After School Care closed with the closure of physical school, I have turned my focus toward summer camp. We are currently working on hiring a strong summer staff to take on Summer 2020. Tentatively, we plan to open June 1 and remain open until August 14. We will be making adjustments to summer camp, and all dates, times, and activities are subject to change due to the COVID-19 pandemic. Our spirits are cautiously optimistic.

Development

- Rxfest 2020 is canceled
- We hope to have an online auction only the week of the CTK Parish Picnic (June 21-June 28)
- We had 3 Rxfest sponsors: If the sponsors agree (and do not want their money back) we will hang a sponsor banner at the Parish Picnic recognizing these sponsors.
- We hope to conduct the Grand Giveaway Raffle at the Parish Picnic on June 28th.

MDO/NURSERY Update

MDO: keeping parents up to date and working on next school year (staffing, important dates, etc.). We are not charging April or May tuition and once this is all over, I will set up a time for parents to drop-in, see their teachers and pick up their supplies (diapers, nap mats, extra clothes)

NURSERY: touching base with my staff and keeping them up-to-date. Right now, I have all letters of intent for the 2020-2021 (June-May) and have staffed every weekend Mass for that period

Faith Formation

Sacramental Prep:

- 1st Communion which was scheduled for this Sunday, April 26th
- Spring Confirmation Meeting scheduled for Thursday, April 30th
- RCIA / RCIA - online we had a somewhat interactive ceremony covering the 2nd Scrutiny and the Creed. As soon as it is safe to proceed we will bring in our new members.

Faith Formation:

- Youth Faith Formation Sunday classes are canceled for the remainder of the year.
- Vacation Bible School has been canceled for this year.
- Once the dust has settled, Weekly Bible studies will decide when to resume.
- Men of Faith is meeting per a Zoom meeting on Friday mornings from 6:45 - 7:15 am

Technology Information:

The added technology CTK invested in to better live stream, has given us the ability to reach out to parishioners. This also gave Fr. Erik the chance to offer a private live stream for RCIA participants. There has been a great response from the parish, many expressing their gratitude for the opportunity to continue to be part of daily and weekend Masses.

A big thank you to our IT department and especially Susanne Parker for all her hard work and extra hours updating our website and Facebook page, keeping our computers online and making sure we are staying “connected”,

Primetimers/Senior Ministry

Susan Baldwin has done a great job with her team of “phone angels” who have been calling every parishioner, 65 and older, to check on their needs physically, emotionally and spiritually. This has been well received and many parishioners have called the church office to say “thank you” for checking on their well-being. Many thanks to all those parishioners who volunteered to make phone calls to check on everyone.

Church Office Update

The Church office has continued to stay open regular hours, with few people actually coming into the office, but still able to receive mail, deliveries and phone calls. We have a drop box by the front door for parishioners to drop off tithing envelopes, which we are so thankful to receive.

Maintenance Department

CTK maintenance staff have stayed busy with repair/maintenance items that we would normally have paid an outside vendor, thus saving the parish money. They have found and repaired several plumbing problems, completed several landscaping projects, as well as general maintenance issues.

CTK School

Kathy House, school staff and teachers have done an amazing job adapting to the new norm of AMI learning. Mrs. House is currently working on looking ahead to prepare for this fall when, we hope, students will be allowed to return to school. Teachers will start coming (in small groups of 4 or less) to school to clean out their classrooms beginning next week. This will give maintenance/janitorial staff the opportunity to deep clean, hopefully, in anticipation of students returning this fall.

Fr. Erik and the PC members discussed what we will need to be thinking about for the time when we do get to return to “normal”. What restrictions will need to be put in place, policies regarding communion, etc. Some conversation items:

- No Precious Blood cups;
- Eucharistic Ministers will need to be trained, when giving a blessing to not touch parishioners;
- How will we take up collections without everyone touching the baskets;
- What about hymnals;
- Holy Water Fonts;
- Cleaning Pews before/after each Mass;
- Adding extra Mass times;

- Live streaming Mass into the Gathering Space area and Family Life Center so there is more room to spread out and keep a social distance.

Fr. Erik discussed the Mission Statement and the template he created (see below). He reminded everyone to be thinking about capturing the wording of a mission statement. He suggests finding ideas from his previous conversations and included a link to help. With the enthusiasm we hope to have when we start back having Masses, it would be a good time to have a clear statement to follow.

Mission Statement Draft

Template for creating Mission Statement:

2-3 words that say what God wants for us----5-7 words that say what we do because of it

Ideas to accompany statement (these will be ways we practice the mission and add detail to our understanding)

- Key methods for living a mission as Catholics
 - Sacraments
 - Prayer
 - Evangelization
 - Service
 - Learning
- How would we measure success? (what would your idea look like in practice)
- Concrete steps to enact mission? (what would be first steps to move forward with your idea)

Staff recurring values

- Be welcoming
- A safe place
- Not missing anyone
- Connect with people

Parish Council recurring values

- Glorify God
- People to feel included and needed
- Connect
- Generosity
- Desire to know the bigger picture
- Engage more people
- Family
- Be active
- Communicate well

Other PC comments

- Like being informed, but is our purpose more than just receiving information?

Resource to help generate ideas:

- <https://newkind.com/build-an-effective-mission-statement/>

Jackie Kaufman reviewed the financial report:

CHRIST THE KING CATHOLIC CHURCH
INCOME STATEMENT FOR CHURCH OPERATING ACCOUNT
CASH BALANCES FOR CHURCH OPERATING ACCOUNT & OTHER CHURCH ACCOUNTS
MONTH: MARCH 2020
FISCAL YEAR: JULY 1 2019 - JUNE 30 2020

PREPARED FOR PARISH COUNCIL MEETING 4/21/20

REGULAR CHURCH OPERATIONS	Actual	Budget	\$ Budget	Actual	Actual: This Year
	MARCH 2020 YTD	MARCH 2020 YTD	Variance	MARCH 2019 YTD	Variance
INCOME					
First Collection	1,890,381	1,959,191	(68,810)	1,944,841	(54,460)
Vision Collection	210,971	224,379	(13,408)	228,572	(17,601)
Other Income	697,930	635,191	62,739	612,066	85,864
Total Income	2,799,282	2,818,761	(19,479)	2,785,479	13,803
EXPENDITURES					
Regular Operating Expenses	2,669,863	2,747,192	77,329	2,447,562	(222,301)
Savings	83,217	166,434	83,217	249,651	166,434
Note Payment	166,434	83,217	(83,217)	0	(166,434)
Total Expenditures	2,919,514	2,996,843	77,329	2,697,213	(222,301)
NET OPERATING INCOME (LOSS)	(120,232)	(178,082)	57,850	88,266	(208,498)
NOTE: This Actual vs Budget Report does not include Mission, Capital Campaign Pledge & Note Payments, or Columbarium Niche Sales					
CHRIST THE KING CATHOLIC CHURCH					
INCOME					
First Collection	(1,468,439)	(1,510,433)	41,994	(1,487,697)	19,258
Vision Collection	(3,147,849)	(3,245,245)	97,396	(3,203,966)	56,117
Other Income	7,415,570	7,574,439	(158,869)	7,477,142	(61,572)
Total Income	2,799,282	2,818,761	(19,479)	2,785,479	13,803
EXPENDITURES					
Regular Operating Expenses	2,669,863	2,747,192	77,329	2,447,561	(222,302)
Savings	83,217	166,434	83,217	249,651	166,434
Note Payment	166,434	83,217	(83,217)	1	(166,433)
Total Expenditures	2,919,514	2,996,843	77,329	2,697,213	(222,301)
NET OPERATING INCOME (LOSS)	(120,232)	(178,082)	57,850	88,266	(208,498)
Construction Loan Amount Outstanding:	\$1,644,149				
Term reduced to 7 years, Interest Rate 3.928%					
Monthly Payment: \$27,739					
Cash Balances					
Church Operating & Savings	\$1,075,919				
Construction	\$25,879				
Columbarium	\$198,438				
Mission	\$58,223				
Columbarium					
Niches sold to date	471 or 76%				
Total Sales to date	784,100				

The meeting was brought to a close at approximately 6:30 p.m. with a prayer by Fr. Erik Pohlmeier.

The next meeting is scheduled for **May 12, 2020**.

Respectfully submitted,

Teri Tribby, Acting Secretary