

Church of the Holy Redeemer
Administrative Council Meeting Minutes (unapproved)
January 17, 2017

Present: Fr. Dennis Labat, David Grund, Phil Standfuss, Lynn Schueller, Cody Bakker, Nancy Standfuss, Sara Anderson and Jeanne Wertish. Members absent Barb Benson, Alma Gasca, Erin Lippert, Jessica Wertish, Jason Rice

Chair Phil Standfuss called the meeting to order. Fr. Dennis led the prayer.

Minutes

The Minutes from the November 15, 2016, Council Meeting were reviewed by the Council. **Cody moved to approve minutes, Dave seconded.**

Reports:

Area Pastoral Council report (reps Diane Adamski, Nancy Standfuss)

- a. Lifetouch: AFC directory for all four parishes - two options presented by Lifetouch to AFC Pastoral Council - same as last directory or smaller size which they will then update with changes and reprint and resend out which will also provide on-line version – AFC Admin wants to go with second option with pictures taken in August of this year – looking for feedback from each parish Admin Council – Council liked the small one
- b. AFC Logo: requested submissions in bulletin, reviewing at March meeting
- c. Goals and Objectives: priest, prophet, king – trying to identify two goals for each – to be decided at their March meeting

AFC Handbook Committee Report:

The committee will be coming up with one handbook for AFC to be used for all four parishes
The committee will consist of one rep from each parish Admin Council, one from St. Mary Ed, Tracy, Sara and Barb

Financial Report – Profit and Loss Report and comparison of previous years was reviewed.

Maintenance Report –

- a. **Safety Inspection Report:**Sara sent report. A freeze alarm for the parish house has been ordered.
- b. **Capital Repair and Replacement** – Cody reported on his work creating a report for Holy Redeemer. He has spoken with Bill Schafer and others to compile information regarding maintenance work that has been done at Holy Redeemer over the past several years.
- c. Bury Cable – The internet cable has been installed/connected to the church. The actual cable will be buried in spring.

New Emails for Staff and Ministries:

Domain is set up for AFC – heartofjesusafc.org – AFC staff will then have email accounts – does not include St. Mary school. There will also be domain for new AFC website. Volunteer groups can also have email address (AFC CCW has been set up). This will allow us to transition to google calendars and to backup each computer.

Online Giving, Website, Parish App, and Bulletin Printing

Fr. Denny and Sara spoke with two companies, regarding what they provide for online giving, website possibilities, parish app and bulleting printing. They received pricing and other information from LPi and Our Sunday Visitor (current envelope provider for Holy Redeemer). They viewed demonstrations for online giving, website, etc. – LPi provided the most in depth on-line giving and

thought LPi's websites better looking. LPi also has parish app availability and bulletin printing where they contact advertisers. The ad income from the advertisers cover cost of printing bulletins. They also have a profit sharing program available where we could receive money back. Current bulletin advertising is calculated to break even (\$110 for year) – costs would go up approximately three times – LPi felt confident that they would be able to get advertisers – fees for on-line giving 1% + \$.10 per ACH, 3% for credit card (deal for diocese of New Ulm parishes) – they retain all data including bank and credit card numbers. To take a look at sample websites -www.4Lpi.com. LPi provides materials to inform parishioners regarding on-line giving – we do have a designated donation to cover start-up fee for AFC.

Organization Chart

Change of Reporting CCW, Liturgy, Education/Faith Formation: These committees should be part of the AFC Pastoral Council rather than the individual parish Administrative Council and report as such.

Staff being present on Sundays: Council was asked what they thought of the idea of having a staff member present on Sundays as recommended by “Amazing Parish”.

ParishSoft Pricing: Holy Redeemer already has the desktop version of this software for census and offering – HR would transition to the online version for \$150. This would be a big update for other SM and SJ parishes for census – the council motioned and approved moving forward with upgrading to the online version of Parish Soft. There is also an accounting side to parish soft but accounting would be further down the road.

History of Priests – This idea was brought forward by a parishioner from St. Aloysius. Does each parish of our AFC have a history of their parish's priests. Holy Redeemer does have photos of our pastors and administrators who have served in our basement hall.

Next regular meeting April 18, 2017

Respectfully submitted,

Jeanne Wertish, Council Secretary