

St. John's Administrative Council Meeting  
August 23, 2016

Members present: Gail Caulkins, Bob Hillesheim, Rhonda Kramer, Gary Lamka, Father Denny.  
Absent: Dave Wilkinson, Lael Dornseif. Also present was Fr. Irenaeus Nwimo.

- A. We opened with prayer. Minutes will be emailed to the council. Agenda accepted with additions – funerals, flood assistance, new parishioners, visiting shut-ins & families after funerals, update on sexual abuse claims.

We welcomed Gary Lamka as a new member of the council. Officers elected were Chairperson – Bob Hillesheim, Vice chairperson – Rhonda Kramer, and secretary – Lael Dornseif.

B. Reports

1. **Education committee** – A copy of the minutes for the July 19 meeting were included. Joan Honzay the new DRE met with Fr. Labat, Alyssa Homan and Cary Kirtz. The other members of the committee have asked to be off the committee but they are willing to help with events. The number of students for each grade was reviewed. Class time will be from 6:00 – 7:00pm on Wednesdays. The fee will stay at \$30 per student.
2. **Liturgy** – no report
3. **Building & Maintenance** – Work on the landscaping on the east side of the church has been done. Also checking on the sidewalk by the new entry on the east side.
4. **CCW** – first meeting will be on Sept. 11 after Mass; Betty R. & Rhonda K served the lunch for the diocesan CCW board meeting; all officers will be the same; Nov. 12 will be the kickoff for the bake sale;
5. **Area Pastoral Council** – no report, meeting on Sept 15.
6. **Financial report** – July 1, 2015 to June 30, 2016 – The annual report was reviewed and accepted. Some of the expenses this year were \$4500 for the new water line and cleaning and repairs in the rectory preparing for Fr. Irenaeus living there.

C. Unfinished Business

1. **Tables** – decided to purchase 2 stainless steel tables and 10 white tables. Have donation of \$900 to date.
2. **Parish Auction** – brought in \$1800.05. The crowd was not real large. Many thanks to Tom Novotny and others who helped with the food and auction.
3. **AFC staff and parish staff** – We have hired a business manager for the AFC (Sara Anderson). She and the 3 priests are now AFC staff. St. John's share of these expenses is 21%. Joan Honzay is serving as DRE for St. John's (10% time). Sue O'Halloran is serving as parish secretary. She is in the office on Tuesday mornings. Julie Halquist has been hired to clean the rectory once a month.
4. The account for the Mass stipend funds will be changed from a savings account to a checking account. This will give us better track of payment of Mass stipends to the priests. Gail C made motion to make this change. Second by Rhonda K. Passed.
5. **Parish Census** – forms have been sent to all parishioners. Some have been returned. We need to keep asking people to return them. Then we will contact those who have not returned the form.

#### D. New Business

1. **2016-2017 budget** was reviewed and some adjustments were made after looking at the actual figures in the past several years. St. John's pays 21% of salaries and benefits for the business manager and the 3 priests.
2. **Turkey Supper** scheduled for Sept. 7. Tickets are out and preparations are happening.
3. **Catholic Advocacy Network** – The bishops of Minnesota have worked with the MN Catholic Conference for many years. They have set up the Catholic Advocacy Network to help inform Catholics about legislative issues. Bishop LeVoir is asking that each parish invite people to sign up to receive email information
4. **Cemetery CD** at Stifel Nicholas in New Ulm has matured. Decided to renew it for 1 year.
5. **Administrative Council Guidelines** – copy given to Gary Lamka and Gail C.
6. **Funerals** – discussed a fee for full visitation in the church. We are looking at moving toward common practices in all 4 of our parishes. For a visitation in church there will be a charge of \$200. This will help cover the cost of extra heat or AC and cleanup afterwards.
7. **Flood Assistance** – the Diocese of New Ulm has received a \$10,000 grant from Catholic Charities for flood relief for Kandiyohi and Renville counties. Bishop LeVoir is asking the parishes of the diocese to take a second collection to help victims of flooding in our area. Applications will be available at St. Aloysius parish office.
8. **New Parishioners** – Parish staff plans to visit them soon. On Sept. 11 we plan to welcome them at our coffee and donuts after Mass.
9. **Visiting Shut-ins and after funerals** – Joan Honzay is working with people from each parish in our AFC to regularly visit shut-ins and those who have had a spouse die.
10. **Update on sexual abuse claims** – We received a check for \$1,000 back from Meyer, Quinn and Kennedy law firm. This was the retainer fee for 2 of the claims which were during the time that St. John's was part of the Archdiocese of St. Paul. The Archdiocese has decided that they do not want to ask the parishes in our diocese to pay this fee.

#### E. Schedule to take collection to bank:

Sept. – Bob      Oct. Gail      Nov – Rhonda      Dec. - Gary

#### F. Future Business

1. Next meeting – Nov. 22, 2016

#### G. Closed meeting with prayer.

by Fr. Dennis Labat