

Pastoral Council Meeting Minutes

Thursday, May 3rd, 2018 @ 8:00 p.m.

Downstairs Conference Room

Attendance:

- a. **Present:** Gayle Hotchkiss, Rachel Braun, Charity Mulenga, John Breiten, Deb McCann, Tim Kriegler, Sandy Blevins
- b. **Staff:** Randy Gracyalny, Adam Gracyalny, Trevor Seivert, Rachel Shepherd, Rob Olsen, Laura Warzecha, Fr. Mike Resop
- c. **Absent/Excused** Rosamaria Laursen, Amy Jacobson, Deb Burns

Opening Prayer

Reflection led by Fr. Mike on Sunday's Gospel (love your neighbor as I have loved you) and moments when members have felt oneness with God

Approval of Agenda

Approve: Gayle/ Second: Sandy

Approval of Minutes

Correction of spelling: Education Commission 3rd bullet: Huisheere

Approve: Deb/ Second: Charity

Maintenance to Mission - Discussion

25 min

There was a review and discussion of the Collection/Fundraising Analysis document. This document was also discussed in commissions earlier in the evening. Points that came out of the discussion were as follows:

- This document is a summary of the requests of time, talent and treasure made throughout the year at the church.
- In order to facilitate new requests, it would be necessary to take something off of the calendar.
- Going forward, perhaps new or existing requests could be targeted to specific groups/stakeholders within the parish but not directed at the entire parish at large.
- Parishioners with fixed incomes (who respond frequently to support the requests made through the church) have expressed fatigue/overload regarding the requests made through the church.
- This exercise is intended to raise awareness amongst members of the breadth and depth of generosity outpoured through the church. It is not a reflection on the quality of requests/new ideas, but rather to raise awareness that many issues are currently being addressed through the parish.
- The document is a testament to the amazing generosity, care and willingness of parishioners to extend beyond themselves/their households.
- An idea was put forward to establish a bulletin board as a location for potential new "Special/Unique Projects" that may present themselves in the future.

- Administering this would be challenging.

Commission Reports

All

30 min

As necessary - Please forward any minutes to the council whenever possible and report only items which require the council's input or action.

- Pastoral Care Commission
 - Established Pastoral Care Agenda based on ministries: Hospitals, Homebound, Long-term Care Facilities, Respite Care, Blood Pressure Screeners, "Movers" Women's Exercise/Support (Moving in the Right Direction), Grief/Bereavement, Women's Cluster, Prayer Chain, Health Education, Greeting Card/Phone Call, Mothers Ministry.
 - Women's Cluster fundraiser had 80 people in attendance and raised \$600 for Project 16:49 earmarked for the Boy's Home in Janesville.
 - Transportation for parishioners to Mass will not be formally facilitated by this commission due to issues of liability (but can still be established on a friend-to-friend basis informally).
 - The commission is looking for two additional parishioners to receive training to be Respite Care leaders.
 - Trainer is based out of Madison.
 - The concept of "Sit in a Different Pew Day" was introduced and discussed.
- Liturgy Commission
 - Randy reported on the Regional FDLC (Federation of Diocesan Liturgical Commissions) Spring meeting. Dr. Tim O'Malley from Notre Dame talked about liturgical vitality in parish life. Two take aways from the talk:
 - Well-formed parents are most important to parish vitality
 - The young value what is "new" and dismiss anything that is "old," sometimes just because it is old
 - Reviewed M to M charts and suggest adding Parish Mission w/Parish Life/Stewardship under Masses/Prayers
 - Discussed an article on the Sacrament of Anointing of the Sick, "The Prayer of Faith: Saved and Raised Up" by Sr. Esther Mary Nickel, RSM
 - This sacrament is no longer what many of us were taught which was to anoint when someone is near death (Extreme Unction). Rather, it is administered when someone is in need of healing physically, emotionally or spiritually.
 - Will have 1st reading in a variety of languages for Pentecost.
- Education Commission
 - Faith Formation:**
 - Planning for Vacation Bible School is well underway for Grades K-5. This year's theme is Missionary Disciples (building connections amongst Catholics around the world).
 - The middle school event will be May 12.

- Eight middle school students will participate with Love Begins Here from July 1-4.
- An adult volunteer/chaperone/driver is still needed for this event.
- Three high school students will also participate in Love Begins Here.
- The Janesville Love Begins Here group will bring students to Beloit.

School

- Self-study update: sent off to Diocese, will return in June for revisions, meet in September with Self-study visiting team, the visiting team will come to verify in October
- OLA School's current PK teacher will accept the posted Spanish (part-time) position to round her position out to full-time.
- The school is currently interviewing for someone to fill the secretary position that will start in August.
- The search for a new music teacher is ongoing.
- Registration for next year is up to 100 students (these are current students who have already registered for next year). Registration is up 10 students in the last month and on par with last year's numbers (103 students at this point in the year).
- Adjustments to the uniform/uniform policy are ongoing.
- The PTO will recognize teachers throughout Teacher Appreciation Week.
- Spring Fling raised \$17,600, which is down a bit from last year. 153 tickets were pre-sold (and 6-8 attendees purchased walk-in tickets). Generally speaking, the event was well-attended and provides a good basis for next year's event
- On May 20 representatives from OLA School will be present at St. Thomas to answer questions and encourage parishioners to register their children for the school.
- Bob is looking for help for the May 24 track meet at Strong Stadium.

Child Care

- The newly-earned 3-star rating provides more funding to support low-income families.
- Enrollment is steady at 65+ children.
- Kids are coming off the waitlist for mid-summer enrollment.

Adult Faith Formation

- Update on usage of Formed which is growing in usership
- Discussion of recent Confirmation mass – Excellent liturgy
- Faith Formation classes are complete for the school year.
- RCIA is complete.
- Currently interviewing candidates for the youth minister position.
- A recommendation has been made that this youth minister position be designated as a full-time position (this is based on observation of the recurring turn-over of youth ministers approximately every three years).

- However, it was also discussed that the activity level/involvement of parish youth has to warrant the budget adjustments that would be necessary to create a full-time youth minister position.

- Parish Life & Stewardship Commissions (Joint)
 - Working on welcome packets.
 - It will be necessary to update the youth minister information stated in the welcome packet.
 - Keta and Mike are webmasters for the parish website – the commission would like to add/update information on the website under the heading “If You’d Like to Join the Parish”.
 - The commission has proposed a short-term request to supply teddy bears to be donated to Beloit police/squad cars. The commission will approach the school and Faith Formation classes about its possible involvement in this project.
 - The commission will lead an in-commission project in the fall for graduating seniors – the goal will be to reach out to college students, military enlistees and other young people who have moved (physically) away from the church with a letter/care package, etc. to let them know that they remain a part of the parish and in our prayers. John will contact Rob for names of graduating seniors.
 - A religious book exchange has been proposed whereby parishioners could bring used religious books from their homes for an informal book swap (books would be left at a table to be swapped as parishioners wish). Additional books not taken home by the end of the weekend could be donated to St. Vincent de Paul. This is proposed for two weeks after July 14-15 (Hospitality Weekend).

- Social Justice Commission
 1. There was a good deal of discussion of the flow chart and suggestions/questions regarding the Social Justice page of the flowchart.
 - a. Of particular note was that the Hispanic Ministry does not report at Social Justice meetings and may be more accurate under the umbrella of another Commission (Pastoral Ministry?).
 - b. The flowchart will be passed to Adam so that he can update the soft copy.
 2. Following the Cluster Meeting in April, a question was raised as to what further action towards increasing collaboration amongst the churches on issues of social justice will be forthcoming. Will this subject be on any meeting agendas? The Pastoral Council response included the following actions and commentary:
 - a. Trevor Seivert will be traveling to St. Thomas to encourage families to register for OLA School and answer questions. This provides one avenue for increased collaboration between churches.
 - b. St. Jude’s, St. Thomas, and St. Stephen’s Churches have limited paid staff. It will be necessary for lay people to connect on the above-mentioned issues.
 - c. A good connection to continue dialogue would be through Fr. John and Araceli.
 - d. Interest remains in coordinating a Joint Mass – someone will have to step forward to spearhead the planning for this.
 3. Rita Bonds and Patricia Sowl continue collaboration regarding St. Joan of Arc Parish

- a. They are working together to write up a history of the St. Joan of Arc sister parish relationship.
 - b. This should be placed on the OLA webpage when complete.
 - c. Collection to fulfill the financial commitment OLA has made to St. Joan of Arc will be on the weekend of August 18-19th.
4. The May 1st Human Trafficking Awareness event was well attended and provided attendees a number of warning signs to be on the lookout for.
 - a. Please bring awareness of trafficking to others.
 - b. Trevor will be bringing the trainers back to OLA to talk to teachers.
 5. The Easter Care Packs are being distributed.
 - a. Thank you to all who participated!
 - b. As a clarification for future years: the list included with the care packs is intended to inspire; while recipients greatly appreciate all donations, it is not required that parishioners provide every item on the list in order to make a donation. Single items are also gratefully accepted!
- Finance Council
 - Reviewed budget – 99% complete
 - Zero balance-based budget
 - Regular agenda for May was postponed in order to invite Tim McKearn in to discuss balancing Annual School Fund and needs and priorities around the campus.
 - The Capital Improvement budget is being fully stretched/leveraged and high priorities for maintenance/additional needs have been identified.
 - There has been no major campaign since the building of the church.
 - The details of a potential future Capital Improvement campaign were discussed. The needs assessment and additional dialogue will be ongoing throughout the summer.
 - Annual School Fund was reviewed and found to be in good condition, just short of its goal of 25,000
 - Spring Fling had excellent attendance (the highest ever). Prizes/gifts were well-received and an extended sponsor list has been collected.
 - The school technology and security system will be finalized and installed June/August.
 - In addition to the installation of security hardware, a security plan and administrator and staff training have also been discussed. A trainer/consultant has been contacted and will provide the security plan and training at no cost. This process will begin with the church and follow-through to other facets of the campus.
 - The Tuition Assistance Committee will continue to evaluate its outreach to the broader community (including the Beloit Hispanic community).

New Business

On-Going Business

John 5 min.

Campus Security

- o The security installation is campus wide and includes the church, school, and child care, etc.
- o Hardware includes fobs, panic buttons, cameras, lockdown system, etc. through the company Watchdog.
- o The school has applied for a WI statewide grant and through it will be able to provide the police server access to campus cameras in the case of an emergency.
- o Currently revising the evacuation plan.
- o Aforementioned Security Consultant will write and streamline this evacuation plan.
- o There was some discussion of balancing between creating a locked-down environment in an attempt to eliminate all risk vs. taking reasonable steps to reduce risk. Care is being taken such that these plans do not give the impression of fear mongering to the students and other stakeholders.
- Spring Clean-up on April 21st
 - o 60+ people came and provided excellent help.
- Spring Fling (see above)
- Council appointments/elections will take place in June.
 - o Review of Council Members' terms: it is hoped that Charity and Deb will stay on for an additional term starting next year.
 - o Deb McCann and Rachel Braun will need to be replaced as their terms are ending this year.
 - o Sandy will also be resigning as a Trustee.
 - o Fr. Mike is looking for three candidates to fill these empty spots in August.

Good of the Parish

All 5 min.

- o Discussion of potluck in August to kick-off commissions' return from summer recess.
- o Members commented:
 - There is a great deal of appreciation for the Fish Fry volunteers \$14,000 were raised over the course of the year and \$1,600 (each) were raised for St. Vincent de Paul and Project 16:49 at the Good Friday Fish Fry.
 - There has been very positive response to what the fish fry offers for the community with its family-style seating and the conversations that it inspires.
- o The Confirmation Mass for Fr. Mike was a humbling experience since he was the one that confirmed the students, because the Bishop didn't make it because of weather....and thanksgiving is offered to Rob, Randy, Adam, and others for the efforts they make that prepare young people for this experience.

Closing Prayer

5 min.

Led by Fr. Mike

Next Meeting: June 7, 2018 at 8:00 p.m.