

St. Mary Parish Council Meeting

Tuesday, November 11, 2003

Meeting opened at 7:03 pm by Tim Pilat, Chairperson. **Opening song:** *What is this Place?*, followed by recitation of our Mission Statement.

Scripture passage: *John 2:13-22*, read by Theresa Illingworth. Council shared their reflection. Ideas included the zeal we experience in church and with the church community; the humanity of Jesus in the marketplace; and, creating a balance between the gathering space and the worship space.

Playground equipment for the grade school – Charlie Higgins, Home & School President
Playground proposal presented. Proposal includes moving the creative playground across from the new grassy area on the lower playground and installing new and safer equipment. Cost of \$27,000 includes removing equipment from the current creative playground and building the new playground with high quality equipment. Approx. 8 – 10 parking spaces will be eliminated by the new play area.

Concerns re: safety and parking were raised and addressed. H&S will manage the fund raising and act as treasurer for the project. There will be no cost to the parish.

Charlie Higgins, representing the H&S Assoc., requested approval of the new playground project. Ray Moon made a motion to accept the playground as presented. Motion seconded; passed unanimously.

Grade school report – Jeanne Siegenthaler, School Principal

Currently 409 students with room for more. Has received positive feedback; moral boosted. Large number of inquiries for the Fall; also for January. Before and after school program has begun. Director with 8 years experience was hired. Parents like him very much. The program is going well. Tuition assistance program is also working well. It works as a payment plan.

Parent – staff communication has been enhanced. Training in writing assessments has met with positive feedback.

Approval of minutes: November minutes were corrected as follows: Under Pastor's report, end the sentence after : Lisa Ryan, Chris Borkenhagen, Barbara Rodewald (note correct spelling), and Pam Lownik were thanked for their assistance. Take out the sentence following: Fr. Bob Masse,..... attending Mass at St. Mary. Under Stewardship Committee report: Second paragraph, last sentence: take out the *or* between *budget* and *for*. Under Food pantry location: change *in lieu* to *view*. Minutes approved as amended.

Pastor's report – Fr. Art Heinze

Attendance at weekend liturgy has gone up approx. 200 people per weekend. There is plenty of space in church, but we need to get people to sit down. People need to move into the pews. "The new church is made to draw people around the table." A plan has to be addressed to get everyone seated in a hospitable way.

Advent begins Nov. 30. Theme cards will be distributed: *Lord, in this year of new beginnings we enter Advent, a season of new beginnings. Let us allow ourselves TIME and SILENCE so that the word of God may take root in our hearts and lives.*

Religious Ed. is going well. Sacrament of Reconciliation preparation has started. Together there are approx. 160 kids from the 4th grade and Religious Ed. First Reconciliation will take place on Dec. 9 & 10. Individual Reconciliation begins the following weekend.

Building project: Phase II. Offices on the lower floor have been started. The upper floor is being prepared. Some of the walls are being started. Real progress is being made and the project is on schedule.

Finances: Ahead by approx. \$20,000 at this point. The money is coming in well. We are ahead with the Offertory collection. This weekend is Stewardship Sunday. Fr. Art will speak at all Masses.

The Endowment Dinner on Nov. 1 was an excellent evening and successful financially. Younger people are getting involved. Approx. \$50,000 was made on the event.

Our tuition of \$1700 is one of the lowest in the area. The goal is to get the endowment fund up so tuition can be kept down.

Day of Discipleship this weekend, 8:30 – 2 pm.

Dedication Sunday update – Shirley Klejsmit & Steve Borkehagen

Stories were recorded in print from people's verbal accounts. A video was also made. Cost estimates were obtained. The objective of the video project has to be determined: to be sold at cost or as a fundraiser. A video would be less expensive than a DVD, but it was agreed on, after discussion, to offer both forms. A possible 2-hour video of the piano blessing and dedication concert would give another option. Fr. Art suggested that Shirley and Steve decide on a marketing plan that would make only a small amount of money.

Visioning document implementation – Tim Pilat

The objective is to make the document official by taking the DRAFT stamp off of it after discussion by Council. The document is a collection of great ideas from our parish community; another reason for making it official. Tim suggested that a visioning day be conducted every two years by Council and the parish community. It would help to give us updates and guidance for leadership in the parish community.

Dreams and Visions for Our Future is the title for the visioning document suggested by Fr. Art and accepted by Council. "We dream for the *future*. We look at how we did things in the *past*. It creates a *present* of who we are *now*."

The purpose and use of the document need to be identified in a cover letter. Tim Pilat will develop the cover letter. After the draft is implemented as document, Fr. Art suggested that it be distributed to parish groups and committees for review and acceptance. The question is, "Can they own this? What is our common dream?" It captures the imagination more and moves us to action. It is a recognition of continuance ... why we are here today. It evolved from a cross-section of approx. 50 parishioners over a vast period of time. The document was endorsed by the Council.

A motion was made by Tim Welch to remove the DRAFT stamp from the document; to write a cover letter; to approve the document and distribute it at the next Council meeting. Motion seconded by Tom Kessenich. Motion passed unanimously.

Director of Administrative Services(DOAS) update- Clem Budny

Discussion of the last Council meeting was revisited re: the evolution of the DOAS position proposal. A job description for a DOAS was distributed and reviewed. The position is based on spiritual grounding in the Catholic tradition. The DOAS would be responsible for parish

administration in the areas of finance, building and grounds, human resources, and information technology.

Our church has grown in size. The building space has been expanded by 40%. The parish has many levels of function. It is similar to a corporation and needs someone to oversee the administration and implementation of all of parish services.

Clem Budny suggested that the Council endorse the position of DOAS and factor it into the 2004-05 financial budget. Questions and discussion followed. A hiring committee would be formed. Mary Matestic suggested that the Blue Ribbon Committee, who already invested a lot of time and effort in this, be involved in the process. Paul Cesarz moved that Council accept the recommendation of the Blue Ribbon Committee and approve the position of DOAS, and direct the Finance Committee to make this position a priority for the 2004-05 budget. Ray Moon seconded the motion. Council approved the motion unanimously.

Policy and procedures for the gathering space – Mary Matestic

Mary distributed the information in print, and gave a verbal presentation on the gathering space/information center. Setting policy is still a ‘work in progress’. Sales events will be scheduled by Carolyn Rausch. Procedures will be distributed. Uses for formal activities such as funeral wakes, classes and concerts, as well as informal events and sales, limited to no more than two per weekend, are being addressed.

A mission statement is being prepared. One of the goals is to keep the gathering space uncluttered; also to be sensitive to people’s needs. Council consensus is that this information needs to get out soon and not to wait another month (till the next Council meeting). Pam Lownik moved that Council approve the policy and procedures after Mary Matestic and the committee finalize them, and get the policy to all Council members, parish groups, and committees. The motion carried unanimously.

Kindergarten (K) admission policy – Theresa Illingworth

A 4K policy had to be written with some urgency since 4 yr. K has been established. Acceptance guidelines were prioritized for 4K and 5K. The Parish School Committee requested approval of the policy (distributed) by Council. Motion made by Ray Moon; seconded by Tom Grinker. Motion approved unanimously.

Archdiocesan parish planning report - Tim Pilat

In a very brief report, Tim related that there may be exciting opportunities for collaboration with other parishes in the area.

Christian Formation – Pam Lownik

Doing well at the high school level. Joanne Prei is asking for support from the Council for getting a consultant from the Archdiocese. Joanne would like advice in forming an operating umbrella of a Christian Formation Board. It was agreed that Christian Formation has the commission to move ahead with their ideas without need for Council input or approval.

Outreach summary – Pam Lownik

Thanksgiving food drive will be underway the weekend before Thanksgiving.

Closing prayer: *The Lord's Prayer*

Meeting adjourned: 9:50 pm

Minutes submitted by: Linda Jaeschke, Recording Secy.

Present:

Ray Moon	Clem Budny
Paul Cesarz	Tom Grinker
Rev. Art Heinze	Theresa Illingworth
Tom Kessenich	Shirley Klejsmit
Pam Lownik	Mary Matestic
Tim Pilat	John Roubik
Tim Welch Ray Backe	Theresa Breunig
Andrea Holmes	Rev. Gary Nowicki

Guests:

Jeanne Siegenthaler , Parish school Principal
Charlie Higgins , Home and School President
Steve Borkenhagen – Dedication video

Excused:

Lisa Ryan
Amy Fritz