

**St. Mary Parish Council Meeting**  
**October 9, 2007**

The **meeting opened** at 7:00 pm by Mary Campbell, Chairperson.

**Gathering hymn:** *One Spirit, One Church*. **Scripture passage:** *Luke 17: 11-19*, followed by recitation of the Parish Mission Statement.

**Share/reflect:** Councilors shared their reflections on the scripture passage, with background given by Fr. Stephen.

**Welcome guests:** Jeanne Siegenthaler- St. Mary Grade School Principal;  
Chad Nowak- Civil Air Patrol member; and  
Wendy Rappe` - Director of Adult & Family Ministry

September **Parish Council minutes approved** as amended.

**Goals for the school year** – Jeanne Siegenthaler

There are 100 more students (476 total) than five years ago, and nine new staff members. Highlights: New reading language arts program adopted; music program expanded; in the third year of non-fiction writing across the curriculum; looking at computerizing the attendance program; and new uniform attire/spirit wear approved.

Jeanne is excited to be traveling to Haiti with Fr. Stephen and others for an immersion trip.

Jeanne then gave a power point slide presentation: Restrooms have been updated; some painting done; computer updates; new programs/activities; forensics added; WEB site updated weekly; weekly parent/staff newsletters; a list of other means used to increase communication; and several improvements in technology.

The grade school received an exemplary award last year from the Archdiocese, & there was an impressive increase in ITBS scores. Six new goals were listed for 2007-08.

**Guest speaker: Chris Nowak**-Member of a Civil Air Patrol Squadron

Chris Nowak introduced himself as a parish member and is requesting to sell Boston Store Community Day coupon books for his squadron. He described the community service and educational aspects provided by the Civil Air Patrol squadron, an auxiliary of the Air Force. Chris is asking for a weekend during which he can address the parish and sell coupon books for his squadron.

Ron Gilles informed Councilors that St. Mary does not have a current policy to address additional fundraisers not sponsored by St. Mary school/parish organizations. Mary Campbell will get back to Chris with a response to his request.

**Pastor's report** - Fr. Stephen Forrest

Fr. Chuck is doing well and is ahead of schedule in his recovery from heart bypass surgery. His expected date of return is approximately November 11<sup>th</sup>.

Fr. Stephen thanked the Parish Council for supporting him in the transition to his appointed role as temporary administrator of St. Mary Parish.

The Archdiocese has twenty parishes participating in the first phase of the Capital Campaign which is intended to raise funds for education and formation. St. Mary will not be participating till the third phase of the campaign begins in 2009.

The Milwaukee Archdiocese has to pay \$16 million for child abuse cases following

a ruling in the California courts. \$8 million will be paid through insurance and \$8 million to be paid by the Archdiocese.

The Archdiocese is awaiting the statute of limitations decision in WI, which will affect future claims.

**Festival report** – Julie Rafenstein-Schultz

The 2006 parish festival grossed the third highest revenue in the past seven years: \$219,000. After expenses, a check for \$110,000 was written to St. Mary – the second highest amount in the history of the festival. The three 2007 chairpersons will chair the 2008 festival: Bob Coleman, Dave Lownik, & Todd Wallschlaeger.

**Finance & administrative services-** Ron Gilles, Director of Administrative Services  
Finance Committee: “Nothing unusual, no red flags”, reported Ron from the latest financial report.

Administrative issues are in regard to:

Clean-up... Various groups are not cleaning up after themselves after their weekend activities. There are no janitorial services over the weekend. Those groups have been informed of their responsibilities for clean up after their events.

Purchases... Ron made a request for a purchase in excess of \$5,000. Two Sharp copiers were purchased in 1999 and a monthly maintenance fee has been paid. Maintenance costs are increasing and no longer cost effective due to frequent breakdowns. Ron is asking for an expenditure of \$9,775 for a new Sharp copier. A donation of \$5,000 has been received to offset the total cost. After discussion, a motion was made and seconded to approve the purchase of a new Sharp copier for \$9,775. The second copier would be refurbished with parts from the two original copiers combined.

**Fundraising** - Fr. Stephen/Ron Gilles/Mary Campbell

Coordinator Volunteer: Fr. Stephen proposed having a volunteer fundraising coordinator to oversee fundraising at St. Mary. One of the goals is to coordinate the yearly calendar so organizations do not *compete* with each other on any given weekend.

Policy: As previously noted, Ron Gilles pointed out that at this time there is no formal policy regarding parish fundraising. Kelty Chelius mentioned that the Home & School Association has a policy in place regarding *steps to take* in getting *approval* for a fundraiser. A sub-committee was formed to develop a policy for fundraising at St. Mary. The following Councilors volunteered to work with Fr. Stephen on the Fundraising Sub-committee: Kelty Chelius, Joyce Roesler, & Dan Roskopf -Councilors at Large; Clem Budny- Finance Committee; and Ron Gilles- Director of Administrative Services. Dan will chair the sub-committee.

**Youth report** – Liza Pinczak/ Nathan Ceille

Tim Winters is planning a mass-mailing and mass e-mail campaign to get more of our youth informed and involved in youth activities.

The *sleep out* to bring attention to the homeless is planned for November 16<sup>th</sup>. Nathan asked Fr. Stephen if he would lead a discussion group at the sleep out and Fr. Stephen agreed.

Mission trip: A return to Pine Ridge Reservation, SD is scheduled for June 21-27.

Sign-up for the *mission trip* to Pine Ridge will begin in January. As plans were being finalized, there were not enough people signed up for last year’s trip. A commitment will be requested as students sign up for the 2008 trip.

CYM basketball: Multiple teams will play in the archdiocesan league. Team registration begins in late October, with games beginning in January.

Councilor request: Bob Landowski asked Liza and Nathan if they would get 4-5 student volunteers for each Mass on November 17<sup>th</sup> and 18<sup>th</sup> to pack Thanksgiving boxes for St. Vincent DePaul. It is the day following their *sleep out*.

**Council goals –Mary Campbell**

Improved communication: In an effort to improve communication between Parish Staff and Parish Council, Mary Campbell attended the Parish Staff meeting today. Kelty Chelius attended in September and Gregg Saksefski will attend in November. Mary Campbell is asking Councilors to attend Parish Staff meetings on a rotating basis. Mary C. distributed a list of Staff recommendations discussed at today's meeting for improving communication between Parish Council and Parish Staff.

**Gathering space policy – Mary Matestic**

Mary Matestic began by giving background information on the planning of the new church: hiring of a liturgical design consultant – required by the Archdiocese; and the hiring of an architect. The gathering space was meant to be a sacred space for those coming to worship, and build community; as well as a continuation of the Eucharist. A Gathering Space Policy was developed (2004) to clarify how the gathering space should be used. Liability issues had to be addressed as well as fundraising activities & sales. Limitations and guidelines were set to manage the number of weekend sales. Revisions were made by the Gathering Space Policy Committee in September, 2007: Tom Kelm, Mary Matestic, Dan O'Connor, and Christy Schmid. The amended policy was presented to the Parish Council for approval. Several Councilors asked that flower sales in the gathering space be reconsidered by the Policy Committee. This issue, along with disciplinary guidelines for groups who do not comply with clean up standards in the gathering space following their event, will be revisited by the Gathering Space Policy Committee.

**Closing prayer:** *The Our Father* was prayed, followed by the *Sign of Peace*.

**Meeting adjourned** at 9:45 pm

**Minutes submitted by** Linda Jaeschke, Recording Secretary

**Next meeting:** November 13, 2007

**Present**

Fr. Stephen Forrest	Gregg Saksefski	Pam Lownik
Liza Pincsak	Tim Welch	Nathan Ceille
Clem Budny	Ron Gilles	Bob Stollenwerk
Kelty Chelius	Joyce Roesler	Mary Matestic
Mary Campbell	Bob Landowski	Tim Teske
Lorie Scheinkoenig	Julie Rafenstein-Schultz	Dan Roskopf

**Excused**

Fr. Chuck Schramm  
Chris Charpata