

**St. Mary Parish Council Meeting
September 12, 2006**

The **meeting opened** at 7:05 pm by Dan Paruzynski, Chairperson.

Gathering hymn: *Let There be Peace on Earth.* **Scripture passage:** *Mark 8:27-35*, read by Chris Charapata, followed by recitation of the Parish Mission Statement.

Share/reflect: Councilors shared their reflections on the scripture passage.

August **meeting minutes accepted** as written.

Athletic Association – Dave Megna

Report deferred. Dave Megna was unable to attend.

Pastoral transition review – Mary Matestic

A pastoral transition review meeting was held at St. Mary on May 8, 2006 to evaluate Fr. Chuck's first year as new Pastor of St. Mary. Parish Council, Parish Staff, Fr. Chuck and Mark Peters from the Archdiocesan office were in attendance. A printed summary of the discussion was distributed to Councilors. The letter, signed by Reverend Brian Mason – Associate Vicar for the Clergy, commended Fr. Chuck on "doing a great job of pastoring the people of St. Mary's". Fr. Chuck's pastoral appraisal scores were *above average* in: his pastoral role as presider and preacher; as a communicator and motivator; as a skilled administrator, committed and competent. *Above average* rating is based on comparison of 75 Milwaukee Archdiocesan priests.

Review plan to pay the mortgage – Steve Borkenhagen, Chair of the Finance Committee
Steve Borkenhagen gave a power point presentation to the Parish Council on the new Stewardship marketing plan. The Mortgage Marketing Committee has been meeting for six weeks to develop a plan to present a strategy to the parish on how to continue paying our mortgage debt, and to develop a marketing plan to achieve this effort.

The business goal: to obtain financial commitments that will in total fund the operating expenses of the parish as well as pay off the 15 year principle mortgage and interest.

The marketing goal: to motivate parishioners to *do the right thing* – to pledge and pay a long term donation.

We are entering the educational phase – from now till Stewardship Sunday in November. Asking for a written commitment from parishioners may last through February. To date, a stewardship marketing plan has been developed with letters to be sent to parishioners. During this phase, educational meetings for active parishioners and 'opinion leaders' will take place. Other plans include: ongoing bulletin articles, gathering space displays, and presentations to parish groups, as well as discussions at parish organization/committee meetings. The pulpit and website will be utilized, along with brochures and promotional 'take-away' material. Tangible and spiritual benefits will be promoted.

An additional \$510,000 is needed, which means a 32% increase in giving. An additional \$35/month from 1,500 families *would provide the increase needed*. Those who have established a monthly giving pattern will be asked to continue. Those who have not

established a monthly giving pattern will be asked to do so. Year-end gifts and bequests will be suggested.

From February - April, recognitions and thank you's will take place. The need for a donor recognition program will be assessed.

Pastor's report - Fr. Chuck Schramm

The first staff meeting of the new fiscal year was held. Trying to be more responsive to parish needs was discussed. For example, looking to the youth for their input.

Looking at the Christmas schedule, Christmas Day is on a Monday. The Mass schedule for Saturday, Sunday and Monday will be revised for the Christmas weekend.

On the weekend of September 23rd, the third anniversary of the dedication of our new church, the statue of Mary will be unveiled. Festivities are planned for all liturgies, but the statue of Mary, the first disciple, will be dedicated at the 4 pm liturgy. Fr. Art will be here to concelebrate. Artists, Anna Koh-Varilla and Jeffrey Hanson-Varilla, will follow the statue as it is driven up from Chicago and they will participate in the celebration.

The entire \$55,000 cost has been paid for through the generosity of several donors. The most substantial donation was made by Jim and Arlene Kerstein, through whose generous commitment initiated the project and got the ball rolling

It is only fitting that on that same weekend, we will be highlighting our parish ministries. Displays will be set up for Ministries-at-Glance.

VIRTUS training, as we know it, will be discontinued. A new training program will take it's place.

Wendy Rappe' and the Lifelong Faith Formation Commission are looking at the book, *Whole Community Catechesis* by Bill Huebsch. They will explore and discuss the vision for catechesis today at St. Mary.

The flyer, *Faithful Citizenship 2006*, was inserted into the church bulletin. There will be a *Faithful Citizenship* flyer in the church bulletin for seven consecutive weekends. It does not endorse any particular candidate, but it does help to raise the consciousness of the parish community. In the Catholic tradition, responsible citizenship and participation in the political process is a moral obligation. We need to be informed, active participants.

Finance & administrative services – Ron Gilles, Director of Administrative Services
Guide Book and Directory:

Ron introduced the idea of a *GuideBook and Parish Directory*. Ron had seen other parish Guide Book models and proposes that a booklet such as this would serve as a reference point for the parish members. The Guide Book can list staff information, describe organizations and programs, and include a calendar of events. Information on church services, such as: Mass schedules, funerals and baptisms; as well as mission and outreach programs; adult education and stewardship, could be included. The guide would serve as a reference for school and athletics association information. Parish members can opt out of being listed in the Directory. Books are mailed directly to parishioners who participate.

There would be no cost to the parish to prepare the annual book, which would be updated annually from the parish records. Advertising for the book is sold by Guide Book and

distribution is at Guide Book's expense. Parish Staff members are in favor of utilizing this resource.

St. Mary Organizational Policies & Procedures correction:

The Organizational Policies & Procedures Guidelines that define the responsibilities, manner of operations, and expectations for St. Mary was last revised on 8/26/04. An error was found during an Archdiocesan audit, under the Financial section.

Per the Archdiocese, any expenditure over \$30,000 requires Archdiocesan approval.

The Parish Council is being asked to change our existing policy to conform to the Archdiocesan requirement. The Parish Council agreed to make the appropriate changes to our existing policies and procedures.

Finance: Financial reports were made available to Councilors for June & July, 2006.

Report of Operations for the 2005 –2006 fiscal year ending 6/30/2006 has been finalized.

Air conditioning in the church was not working this past weekend. The frequency modulator on the air handling unit of the air conditioner needs to be replaced, at a cost of \$4,200. Ron Gilles is going to contact the manufacturer with concerns about the faulty air conditioning system in the church which is only three years old.

Youth ministry report - Tony Haning

The youth group will be meeting on September 26th.

Their first event will be a Homeless Awareness Night. On October 27th, the youth will sleep outside in the church parking lot.

A basketball tournament is being planned.

A power point presentation on the mission trip to South Dakota is being put together. It could be presented prior to next year's youth mission trip to increase parish interest and support.

There is interest among the youth who would like to go on more than two mission trips, the current limit. There is also student interest in becoming involved in more community service projects, either locally or out-of-state. The students would like to explore some of the options.

There is interest among students in having a CYM (Christian Youth Ministry) basketball team. There are regulations to abide by, and much needs to be investigated in advance of any plan.

Parish Council liaison assignments – Dan Paruzynski

Dan requested that current liaisons disseminate the information presented today on the new mortgage marketing plan and strategies at their upcoming committee meetings.

Mary Campbell will send an e-mail to committee chairpersons and RENEW group leaders to inform them of the plan.

A roster of 2006-07 Parish Council Liaison Assignments was distributed by Dan.

There are several open assignments that need to be filled.

.Ministry-at-a-Glance – Dan Paruzynski

Ministry-at-a-Glance will take place on the weekend of September 23-24, 2006. The Parish Council will have a table at the ministry fair. A sign-up sheet was distributed for Councilors to sign-up to greet parishioners, answer questions, and address concerns after each Mass. The ministry fair will be set up in the cafeteria and gathering space for fellow

parishioners to explain and discuss how they are involved in the life and work of the parish. Parishioners can explore areas of interest that exist for service and fellowship within our church community.

Royal Affair – Patty Ceille

The Royal Affair Committee has been working diligently to plan and organize an outstanding evening of fun for this major fundraiser, contributing to the St. Mary Parish & School Endowment Fund. This year donors are able to select items from the gift registries at Boston Store, Target, & Menards. All donations and sponsorships will be advertised in the auction booklet. Invitations for the event, to take place on 11/11/06, will be sent out soon.

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

Meeting adjourned at 9:18 pm

Minutes submitted by Linda Jaeschke, Recording Secretary

Next meeting: October 9, 2006

Present

Fr. Todd Budde

Pam Lownik

Clem Budny

Ron Gilles

Mary Matestic

Gregg Saksefski

Julie Schultz

Bob Stollenwerk

Tony Haning

Fr. Chuck Schramm

Patty Ceille

Mary Campbell

Paul Stewart

Joyce Roesler

Lori Schoenkoenig

Chris Charapata

Dawn Olander

Dan Paruzynski

Excused

Tom Kronschnabl

Jonathan Kozak

Justin Panhans