

Parish Council Minutes

Tuesday, January 7, 7:00 pm

Council members Present: Father Peter Wittman, Greg Stoks, Mark Bury, Jim Fiedler, Brenda Henning, Brian Kane, Kathy Kupfer, Donna Lane, Diane Lee, Brian Luce and Marco Soto.

Trustees: None present.

Absent: Don Beno, Fred Jurewicz, Dick Stoks, and Jim Weiler.

Guest: John Weckman

Opening Prayer: Father Peter Wittman

Introductions: Council members introduced themselves to John Weckman, who was present to observe the council meeting.

Approval of Minutes: Father Wittman made a correction regarding Sister Antonice's current activities. Brian Kane made a motion to approve the minutes from December 10, 2013, with the noted correction. Donna Lane seconded the motion. Motion carried.

Greg Stoks: December Comments. The council discussed the following comments and communication items:

- Diane Lee submitted a statement from SACS clarifying the "common core curriculum issue" that surfaced at the previous council meeting. SACS stated they align with state standards and then choose their own curriculum which supports Church teachings.
- Judy Rein submitted several updates regarding the parish website, bulletin design, calendar raffle sales and new family registrations.
- The Archdiocese distributed a communication regarding the allegation against Archbishop Nienstedt. Auxiliary Bishop Piche is covering the Archbishop's public duties while this allegation is being investigated.
- Garrick Comeaux submitted a proposal from the Parish Liturgy Committee regarding altar servers.

Communication Log: Kathy Kupfer

Kathy reviewed the council communication log and members discussed the following:

- The creation of permanent church signs is in progress. They should be ready to mount sometime this spring.
- Revisions to the bulletin to make it more personal continue. Judy Rein has already initiated revisions and will continue this process with input from Diane.
- The parish council previously discussed the need for additional servers and a consistent reminder process. The Liturgy Committee reviewed the council's request and noted the coordination of servers is more of an issue than the number of servers. We currently have three volunteers that schedule servers at each church. The Liturgy Committee recommended that one parish staff person coordinate server assignments and reminder notifications. Father

Wittman recommended the servers remain at their preferred location because each church has different practices. Recruitment for additional servers will occur at SACS and religious education classes. Father Merrill will continue to train new servers.

- Pictures of parish staff will be posted on the website in February. Internal and external resources will be required to make additional changes to the parish website. Diane stated she and Judy Rein are meeting with an external company in the near future to discuss website design needs.
- Key parish documents need to be translated into Spanish. Marco Soto will discuss what needs to be translated with Father Merrill. The parish should also explore the ability to translate website information into Spanish.
- The council discussed the need to standardize pulpit announcements and prayer intentions. Garrick, Judy and Marilyn will work on this issue.

Administration Updates: Diane Lee

- Diane noted three children were burned by candle wax during recent services. As a result, children can no longer carry candles unless they are placed in a container.
- The parish is hiring a part-time marketing resource to serve both school and parish needs. Diane is in the process of creating a job description.
- Parish finances remain in the black.
- The Vicariate report has not yet been completed.
- Not much progress has been made on the Marystown steeple due to inclement weather.
- Diane requested input from the council regarding additional questions to add to the parish survey. We have the ability to add up to six additional questions. Concerns were raised about the ability of parishioners to answer questions regarding topics they aren't familiar with or don't understand. The survey questions and response categories cannot be changed. Multiple venues will be needed to assist parishioners with the electronic survey.

St. Mark's School Building: Greg Stoks

Greg led the parish council in a discussion regarding the future of St. Mark's school building. Decisions need to be made in the near future as tenant leases expire at the end of June. Diane outlined all current uses of the building including the dance studio and preschool tenants, boy scouts, Loaves and Fishes, funeral luncheons, youth ministry, quilting and storage. The current costs associated with maintaining this building as well as known risks (e.g., aging boiler) were also reviewed. Short term decisions need to be made within several weeks regarding the two tenants and Loaves and Fishes. A long term plan will be created after a structural engineer reviews the building and submits options and/or recommendations. Brian Luce stated that at a minimum, we want to keep the cafeteria and the six rooms above it. Current HVAC issues could be resolved with roof top units. He also noted there is interest in looking at the building for a homeless day center.

Action: Diane will schedule the structural engineer to begin in the near future. The two leases are pending at this time. Bids need to be obtained for the air handling units and potential funding sources need to be reviewed. Greg will outline this discussion and next steps and distribute to council members prior to the next meeting.

Future Business:

- Potential agenda items for February: Liturgy update; invite festival chairpersons to discuss distribution of festival tickets and/or a potential ticket committee.

Closing Prayer: Mark Bury

Meeting was adjourned.

Council members welcome any interested parishioners to attend parish council meetings at St. Mark's at 7 PM on the following Tuesdays:

- February 4, 2014
- March 4, 2014
- April 1, 2014
- May 6, 2014
- June 3, 2014
- July 1, 2014
- August 2014: Summer break