

Parish of Saints Joachim and Anne

**Parish Council Minutes**

Tuesday, October 7, 2014, 7:00 pm

**Council Members Present:** Father Peter Wittman, Julie Bennett, Don Beno, Anna Brekke, Tom Dyrhaug, Brian Kane, Kathy Kupfer, Brian Luce, Roxanne Pieper, Carter Sharp, Greg Stoks and John Weckman

**Trustees:** Dick Stoks

**Absent:** Mark Bury, Marco Soto and Fred Jurewicz

**Guests:** Nick Mabee

**Opening Prayer:** Father Wittman

**Opening Comments:** Father Wittman expressed concern about Sunday Mass time at the CEC. Attendance has declined since the time was changed and a number of parishioners have raised concerns. Council members noted that when Mass times were changed in July, it was agreed that volumes would be monitored for a minimum of six months before any changes were considered. Julie noted that attendance would be taken at each Mass during the month of October.

**Action:** The Parish Council, along with parish staff, will determine if a subcommittee needs to be convened to review attendance data and consider Mass time changes. A parish survey will also be considered, if appropriate.

**Parish Web Site:** Nick Mabee, our volunteer parish website administrator, presented an overview of the website to the parish council.

- The website, [shakopecatholic.org](http://shakopecatholic.org), has been updated several times since its launch.
- The website is mobile and tablet friendly.
- The average user views 3.5 pages per visit.

Discussion and suggestions from the council and Nick included the following:

- Add a “search” feature to the website.
- Change the location of the bulletins so they are easier to find.
- Move volunteer scheduling to an online-based software application.
- Add more information about the different ministries and how to volunteer.
- Delete the “Funeral” page, as it is not continuously updated.
- Consider adding videos to highlight ministries, faith formation and other parish activities.

The council endorsed these proposed changes and affirmed the need for this type of parish communication. The council thanked Nick for his continued, excellent work. Nick stated he will continue to update the website as needed.

**Action:** Nick will make the suggested changes to the website as time and functionality allow. He will work with parish staff on suggested videos.

**Approval of September Meeting Minutes:** John Weckman made a motion to approve the September 2, 2014, meeting minutes. Brian Kane seconded the motion. Motion carried; minutes were approved.

**September Comments:** Council members reviewed recent comments from parishioners:

- A question was received regarding how ministries such as Loaves & Fishes, funeral luncheons, etc., would function if the parish sold St. Mark's school building. Council members explained that if the building sold, portions would be leased back to continue our current activities.
- A comment was received regarding the potential to rent one of our rectories.
- A parishioner suggested we survey church members before making important decisions. Council members agreed that using surveys in the future would allow more parishioners to share their thoughts and concerns.

**Council Communication Log:** The council discussed the following items on the log:

- Greg Stoks created an article for the bulletin that provided an overview of council activities and accomplishments, thanked outgoing council members and welcomed new council members. Kathy suggested that this type of article be created annually.
- John Weckman is currently obtaining pricing for permanent signs that would display our parish name at each church. This parish signage would not replace the current, individual church signs. He reported there are various materials to choose from with options for color. More information will be available at the November meeting.

**St. Mark's School Building:** Brian Luce reported the electrical repairs would be completed by the end of the week of October 11, 2014. The remainder of the repairs should be completed by the end of October. We are currently obtaining bids on moving the security camera.

**Parish Administration Report:** Julie Bennett

- Collections continue to decline. After the first quarter, we are at \$296,000 for the year to date, which is \$26k below budget and \$34k less than the previous year for Q1.
- The Marystown Festival realized a profit of \$62k and the profit from Julifest is approximately \$57k. The Julifest committee will conduct their wrap-up meeting in the near future.
- Bills in the amount of \$250k for St. Mark's School Repair are due and need to be paid.
- The letter on Urgent Repair Needs will be sent to all parishioners within the next several days. Letters in Spanish will be made available at each site.

**Parish Festivals:** The council noted that chairpersons are still needed for next year's Julifest. The outgoing chairs are willing to mentor new leadership. Council members discussed the potential benefits of scheduling the Julifest earlier in the summer to create more time between Julifest and the Marystown Festival and decreasing the number of days the Julifest is held. Anna Brekke noted the festival could attract more youth by adding suggested activities such as a teen dance with glow sticks, a bouncy house, dodge ball and/or basketball tournament.

**Action:** Kathy suggested we form a "search committee" to engage new leadership and create a succession plan. Carter Sharp and Brian Kane agreed to lead this group and will meet with the Julifest chairpersons at their wrap-up meeting. It is hoped that outgoing

chairs could recommend future chairpersons and/or offer suggestions for future changes. The council also discussed the importance of recognizing the outgoing festival chairs.

**New Business:**

Father Wittman requested that Parish staff, Ministry staff and Parish Council members initiate discussion in the near future regarding long range planning needs.

Brian Kane reported that the Adult Faith Formation, RCIA, and Bible study programs are requesting a named contact person from the parish staff. Father Wittman will review this request.

Don Beno discussed the need for a Parish Constitution. It was noted the council has an existing charter that incorporates the same information. Kathy will review prior constitution documents with Don.

**Closing Prayer:** Carter Sharp

Carter led the council in a closing prayer.

Meeting was adjourned.

Council members welcome any interested parishioners to attend Parish Council meetings at St. Mark's Parish Center, 7:00 pm, on the first Tuesday of the month.

November 11, 2014

December 2, 2014

January 6, 2015

February 3, 2015

March 3, 2015

April 7, 2015

May 5, 2015

June 2, 2015

July 7, 2015

August 2015: Summer break

Respectfully Submitted,

Roxanne Pieper