

## PARISH COUNCIL MINUTES

TUESDAY, June 4, 2013, 7:00 P.M.

**Council members present:** Fr. Wittman, Greg Stoks, John Lang, Brian Luce, Dave Mulcrone, Mike Kittock, Patty Schmaltz, Jim Fiedler, Don Beno, Brenda Henning, Kathy Kupfer, Donna Lane, Jim Weiler, Diane Lee

**Trustees:** Dick Stoks and Fred Jurewicz

**Absent:**

**Guest:**

**Guest Speaker:**

**Opening Prayer:** Fr. Wittman

**Approval of Minutes:** Greg Stoks motioned to approve. Kathy Kupfer presented amendments. Greg Stoks made a motion to approve the minutes with the amendments, Patty Schmaltz seconded the motion, motion carried.

**Fr. Wittman:** Stated that we as a council need to ask ourselves where is the parish going, what may happen in the next 5-10 years, and will the answers to these questions change our current plans for the future regarding the school, land, etc. In the past, Father has worked with a company called Teamwork, out of the Archdiocese. They gather information and have the ability to show what the demographics (age of children, parents, grandparents, growth potential of the number of people and area economics) of the community are and will be in 5, 10, 15 years. They have experience working with other parishes that have merged. He feels getting this data will be helpful for future decision making.

Job descriptions are almost complete. Becky Hanel is a new hire who will facilitate the 9<sup>th</sup> and 10<sup>th</sup> grade Confirmation classes and Youth Ministry. Joan Fering will continue to teach middle school Youth Ministry. Amy Kusber and Trista Schuele will continue to teach K-5 Faith Formation and middle school Youth Ministry. This is an effort by Father Wittman to strengthen the Youth Ministry program. The new parish name will become effective July 1, 2013.

**Action:** Father suggested celebrating the new parish name after each mass sometime in July (before the festivals take place).

**Greg Stoks:** Reviewed the May comments which included a letter from Scott Breimhorst regarding the parish name change and the upcoming festivals. The parish website will need to be updated with the new name. To celebrate the new name, the Communications and Liturgy Committees are exploring the potential of celebrating the new name on the Feast Day of Ss. Joachim and Anne, which is July 26<sup>th</sup>. The new mission statement should be included in the celebration activities. We can still announce the new name on or around July 1st and include a bulletin announcement with the information about the July 26<sup>th</sup> celebration.

**Action:** An email will be sent to Scott Breimhorst requesting PR suggestions and additional information.

**Diane Lee-Administrative:** The parish documents are ready to be signed. The church names and the school name will stay the same. Logos is very close to being completely up and running. There may be a full time opening at the school for a maintenance person for the 2-10 PM shift.

**Action:** The TCOE (Terms and conditions of employment) for staff for the 2013-2014 school year are done and distributed. They included the tri-parish logo (three steeples) and new parish name.

**Parish Logo:** Brenda Henning recommended we keep the "3 steeple" logo currently being used. People like it and it helps parishioners identify with their church. Donna Lane noted that Scott Breimhorst suggested the festivals could be launching events for a new logo if the Communications Committee decided on a new one. Greg Stoks reminded the council that the Communications Committee did offer examples of a new logo but no decision had been made. Diane Lee suggested Brenda make a motion in favor of keeping the steeple logo.

**Action:** Brenda made a motion to Father Wittman to keep the "3 steeple" logo. Mike Kittock seconded the motion. Motion approved.

**Festival Raffle Tickets:** Brenda Henning received a call from a St. Mark's parishioner stating that Julifest raffle tickets will be distributed to parishioners of all three parishes to sell. Help is needed to get tickets to Marystown church for pick-up. The questions Brenda had were: 1.) How will parishioners be notified of this since this has never been done before (bulletin, letter?) 2.) Are all parishioners required to sell them? 3.) Are Marystown parishioners required to sign-up to work at the Julifest? It was also discovered that the list St. Marks used to generate the mailing labels for Marystown parishioners was not current which caused multiple problems.

Mike Kittock noted Marystown festival tickets were already distributed just to Marystown parishioners and would not be mailed to other parishioners. Kathy Kupfer suggested printing additional Marystown raffle tickets for St. Marks and St. Mary's for those who choose to take them (would not include parishioner names). Volunteer lists could also be left at each church with no obligation. Brian Luce agreed with printing and distributing extra Marystown tickets and not labeling them or incurring mailing expenses. Fred Jurewicz explained the guidelines that must be followed according to the Gambling Control Board; having tickets available with no names on them would meet these guidelines. If tickets come in with payment, the name and number will be recorded. If tickets come back without payment, they will be considered returns.

**Action:** Greg Stoks made a motion to move forward with distributing Julifest tickets to the other two churches as options to purchase. Mike Kittock seconded the motion and will have an announcement made at Marystown regarding this option. Motion carried.

Greg Stoks made a motion in favor of Marytowns printing extra festival tickets for St. Marks and St. Marys. Kathy Kupfer seconded the motion. Motion carried.

**St. Mary's Calendars:** Don Beno asked if the same process would apply to the St. Mary's calendars when they are ready. They are \$25.00 dollars each. Jim Weiland suggested printing the calendars with the new parish name as another way to unify the parish. Dave Mulcrone suggested the calendars be placed in all churches without parishioner names because many people attend different churches. People would then be able to pick up a calendar at any church without mailing expenses incurred.

**Action:** Greg Stoks made a motion to print the calendar with the new parish name and not include parishioner names. The calendar would be made available at all three churches. Patty Schmaltz seconded the motion. Motion carried.

**Building and Grounds:** Dick Stoks stated the Building and Grounds Committee meets monthly and distributed the meeting summary from May 13. A year ago, Kevin O'Brien gave Dick quotes on work that needs to be completed. Greg Stoks asked Diane what the process is to complete these projects. Diane stated that any project with a cost exceeding \$25k needs to go through the Archdiocese. It was noted that St. Mark's school has an income of approximately \$30k from tenants and costs \$60k to maintain. There is a proposal to Fr. Wittman to end tenant occupancy by July 2014. Dick Stoks and Brian Luce suggested they attend a Finance Committee meeting. The Finance Committee identifies the top six projects that need to be completed and approves them as funding becomes available. If the proxy process is needed, they handle that. Brian Luce stated that available funds need to be established first. Mike Kittock noted the school proactively sets money aside for future repairs and asked why the churches are not doing the same. Maybe the parish could adopt the same process and have a "wish list" for people to donate to. Dave Mulcrone cautioned against getting too specific as we don't want excess money donated to small projects and lesser amounts donated to larger projects. Jim Weiland suggested that someone from the Building and Grounds Committee take on the task of deciding how to fundraise for the buildings. Dick Stoks stated the Finance Council should also participate in this process.

**Action:** Greg Stoks closed the buildings discussion by stating envelopes could go in the pews with several projects listed for people to select and donate to until a comprehensive process has been developed.

**Charter:** Kathy Kupfer presented the revised charter. Several revisions were made based on previous discussion including changing "elected" (for a three year term) to "selected." Diane noted the abbreviation to "Saints" needed to be corrected.

**Action:** A motion was made to approve the document with the suggested change. Mike Kittock seconded the motion. Motion carried.

**July Meeting:** Tuesday, July 9<sup>th</sup>, light agenda/food. Several council terms will be up in July. A need to hold an August meeting will be determined at the July meeting. Donna Lane submitted 10 candidates to the executive committee to vet. Brenda Henning inquired as to how many people are needed on the council. It is 12. Don Beno has approached several people to apply as well. Dave Mulcrone asked if the Hispanic guest(s) from previous meetings would be interested in becoming a member.

**Action:** Greg suggested we determine interest from the Hispanic community by first contacting Father Merrill.

**Closing Prayer: Dave Mulcrone**

Meeting was adjourned at 8:45 pm. Council members welcome any parishioners that would like to attend parish council meetings. Below are the upcoming year meeting dates, times and location.

- July 9<sup>th</sup> Time and location TBD
- August Meeting TBD.