



Parish of Saints Joachim and Anne

Parish Council Minutes

Tuesday, February 3, 2015, 7:00 pm

Council Members Present: Father Peter Wittman, Father Erik Lundgren, Julie Bennett, Don Beno, Mark Bury, Tom Dyrhaug, Brian Kane, Kathy Kupfer, Brian Luce, Roxanne Pieper, Carter Sharp, Marco Soto, Greg Stoks, John Weckman

Trustees: Fred Jurewicz, Dick Stoks

Absent: Anna Brekke

Guests: None

Opening Prayer: Father Wittman

Approval of Minutes: Roxanne Pieper made a motion to approve the minutes from January 6, 2015. Don Beno seconded the motion. Motion carried; minutes were approved

Parish Communications: Comments and concerns received during the month were reviewed:

- A parishioner raised a concern about an item in the January minutes regarding homeless people sleeping in the Adoration Chapel and our policy of contacting the police when this occurs. Deacon Bill explained to this parishioner that the police have the resources to assist people in need. He also noted the role our parish plays in community assistance and volunteer opportunities through Shakopee Community Assistance.
- Deacon Bill informed the council that Father John Paul Erickson, Director of the Archdiocesan Office of Worship, will lead a Lenten retreat for our parish on March 16th, from 7:00-8:00 pm. He asked the council to assist with communicating this opportunity to others.
The council discussed ways we can increase parish communication about events such as this. Julie noted the staff publish events and opportunities in the bulletin and on the website. Kathy suggested that if there are resources amongst the parishioners, they could assist with communication needs. Father Erik commented that events could be better publicized from the pulpit. Council members agreed. Winterfest has not been mentioned from the pulpit and John Weckman noted that reservations were down from the previous year.
Action: Julie will work with the staff on additional pulpit messages to help promote parish activities.
- Mark Bury asked how are the Prayers of the Faithful are determined. Julie Bennett commented there is a process in place but it is challenging to acknowledge everything when multiple events occur on the same weekend.
- Sister Antonice provided an update on the recent Healing Mass with Father Livingston. This Mass was successful in terms of its rich ministry and the number of parishioners that attended.

Meeting with Finance Council Chair: Kathy Kupfer

Kathy Kupfer met with Jim Weiland from the Parish Finance Council to discuss how the two councils could be better aligned. One way this could occur is by having a Finance Council member sit on the Parish Council (or visa versa). Don Beno noted this type of membership link was in place years ago. Jim and Kathy agreed the Finance Council should present budget proposals to the Parish Council and they will attend in April or May to do so.

They discussed the need to resurrect the parish's Mission, Vision and strategic plan that was initiated by the GROW Committee. The Finance Council will be working with resources from the Archdiocese to create a financial plan and ensuring we have a well-rounded strategic plan is essential to this process. Don Beno mentioned there is an Archdiocesan document that was created to assist parishes with planning. Dick Stoks noted he likely had this document and will forward it. Mark Bury emphasized the importance of being connected to a common plan.

Kathy distributed a document from Jim that was created by the Archdiocese to outline suggested parish governance and to compare the roles of the Finance and Parish Councils. As a result, Kathy made revisions to the Parish Council Charter. Mark Bury questioned whether this is a constitution and therefore should be more static. Kathy noted charters should be reviewed on an annual basis. Dick commented that the council might be too large. Brian Luce suggested we discuss this before we recruit new members. The council defined what would constitute a quorum and noted the need for better orientation of new members. Brian Kane suggested we add the role of the trustees to the charter.

Action: Kathy will make the revisions to the charter as discussed. Brian L suggested the revised charter be approved at the next meeting and distributed to parishioners with the minutes. An orientation process will be created prior to the next term.

Parish Administrative Updates: Julie Bennett

- A Stewardship Committee is being formed to better understand finances and the contributions from our fundraising events. This new committee will incorporate objectives from the former investment committee.
- We expect a rebate from the CSAF of \$19,000 for meeting the 2014 Catholic Services Appeal goal. This is a substantial increase from what was budgeted, because we anticipated receiving a 10% rebate vs. a 25% rebate. This is the first time we have achieved our established goal since the merger.
- The urgent appeal is at 23% or around \$68,000.
- We are seeing an overall increase in donations, which has allowed us to close the gap from 64k to 50k below budget.
- Fr. Wittman has not heard anything more about the legal issues and the \$500 that we contributed to the defense fund. Numerous questions remain but no word from the Archdiocese on this situation as of yet.
- The CDA Land project on the old St Mary's school site has been approved and should close on/around April 1st. The project is scheduled to begin this spring.

Parish Festivals Update: Brian Kane and Carter Sharp

Planning meetings will occur this month. Greg Stoks will assist with the creation of a project plan.

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New Business:

- Roxanne expressed concern about youth Eucharistic Ministers and their level of understanding about what to do with unconsumed sacred blood after Communion. At the Right to Life Mass in January, she noted they were not aware of the process and adult Eucharistic Ministers needed to guide them. Roxanne and Father Wittman noted ministers should be 19 years of age or older to serve the consecrated wine. He suggested not including wine during these Masses in the future.

Action: Julie will bring this to the attention of our youth ministers.

- The special meeting regarding moving staff offices and renting another rectory is scheduled for Feb 24 at 7:00 pm at St. Mark's. Brian Luce distributed a document that provides detailed information regarding meeting topics. Council members were asked to review the contents prior to February 24. Additional documents from Julie will be distributed prior to the 24th.

Meeting was adjourned at 8:45 pm.

Council members welcome any interested parishioners to attend parish council meetings at St. Mark's at 7 PM on the first Tuesday of the month.

March 3, 2015

April 7, 2015

May 5, 2015

June 2, 2015

July 7, 2015

August 2015: Summer break

Respectfully Submitted,

Carter Sharp