



Parish of Saints Joachim and Anne

Parish Council Minutes

Tuesday, March 3, 2015, 7:00 p.m.

Council Members Present: Father Peter Wittman, Father Erik Lundgren, Julie Bennett, Don Beno, Anna Brekke, Mark Bury, Tom Dyrhaug, Brian Kane, Kathy Kupfer, Brian Luce, Roxanne Pieper, Carter Sharp

Trustees: Fred Jurewicz, Dick Stoks

Absent: Marco Soto, Greg Stoks, John Weckman

Guests: Larry Link

Opening Prayer: Father Wittman

Update on St. Mary's Land Purchase: Larry Link

- The Scott County Community Development Agency (CDA) is in the process of securing financing for the senior housing project. Once this is completed, CDA will petition the city of Shakopee for a public hearing. The parish will also petition the city for a public hearing as the property is being rezoned from residential to multiple housing. A conditional use permit will be issued for St. Mary's Church and the rectory. Larry Link and Duane Marschall will ensure the public hearing occurs.
- The main issue that will affect our parish is the loss of parking. This will be partially resolved with angled parking on 5th Avenue in addition to the parking on 6th Avenue. The central school has parking on 6th Avenue that could be used if needed. There should be adequate handicap parking. Kathy Kupfer stated a parishioner suggested moving the 6 p.m. Sunday evening Mass to St. Mark's if parking issues occur. Father Wittman agreed the situation would need to be evaluated before this option was considered.
- Brian Kane asked if the city has a plan for any future multi-unit dwellings and will this project make it easier for the city to potentially displace homeowners. Larry was not aware of city plans at this time.
- If everything goes as planned, the project will be completed sometime in 2016.
- Brian Luce thanked Larry and said he is welcome to come back with updates.

Opening Comments: Father Wittman

- Council members discussed the special parish council meeting that was held on February 24 (See attached minutes). The meeting was convened to:
 - Review current rectory space and discuss rental potential.
 - Discuss advantages, disadvantages and costs associated with relocating staff to the offices at St. Mark's.
- Father Wittman made an opening comment that moving the parish offices from the CEC to the St. Mark's building is not going to work. He explained that he cannot go back and forth between the two buildings and noted that staff likes their current location. He said that if the parish wants to house more events at St. Mark's, that would be a possibility.
- Kathy recalled a suggestion from the February meeting regarding the potential of holding limited office hours at St. Mark's for those who are not comfortable meeting with the priests at the CEC. Father Erik did not feel this would be necessary, as he has not heard concerns regarding meeting at the CEC.

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- Brian Luce, along with other council members, discussed that many parishioners would prefer to have the offices at the St. Mark's building. Julie Bennett noted she has received comments from people who would not approve of the move. She added that many people do come to the offices at the CEC and enjoy being there.
- Don Beno and Brian Kane expressed the importance of improving our communication and transparency when it comes to parishioners.
- Carter Sharp noted that we, as a parish, must realize that SACS is the parish's school, and that the parish is not the school's parish.
- To close the discussion, Father Wittman decided that a change may be reconsidered in the future, but for now the staff will stay at the CEC.

Approval of Minutes: Tom Dyrhaug made a motion to approve the minutes from February 3, 2015. Brian Kane seconded the motion. Motion carried. The minutes were approved.

Parish Council Charter: At the February meeting, revisions were made to the Parish Council Charter based on documentation from the Archdiocese. A brief section regarding the role of the trustees was added, along with additional objectives and minor changes in other areas.

Action: Mark Bury made a motion to approve the revisions and Carter Sharp seconded. Motion carried. The charter will be posted on the parish website and distributed with the minutes.

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

- Tom Dyrhaug gave an overview of the 3rd food distribution organized by the Shakopee Community Assistance program (SCA). Cub Foods donated large quantities of meat, vegetables, fruit, and other products. Volunteers sorted and distributed the food. The food donation was a great opportunity to serve the needy in our parish and the larger community. The council discussed the option of letting SCA use some of the empty space on the first floor of the St. Mark's school building for storage/extra office space. Everyone seemed open to the idea.
- Kathy Kupfer talked about the great success of the 2015 World Marriage Day celebration. A photo representing this event appeared in The Catholic Spirit. A document created by Cathy Wideman that highlighted WMD activities was distributed to council members. A special "Thank You" to the donors who made this celebration possible: the SJA CCW, Deacon Bill, Dustin Champion and Pattie Bell, who made the beautiful wedding cake.

Parish Communication Log:

- At the previous council meeting, a comment was made about Eucharistic Ministers needing to be at least 19 years of age to serve the consecrated wine. The council then recommended that consecrated wine not be served at these masses. After researching this subject, Father Erik discovered that this assumption was not correct. The youth servers, however, will need to be educated before serving.
Action: The need for education prior to serving at Mass will be communicated to the Youth Ministers.
- Increasing the number of pulpit announcements is in progress. Julie Bennett mentioned that if parishioners have announcements for the masses, they should call the parish office. Ministries will be encouraged to include more announcements in the future.

Parish Administrative Updates: Julie Bennett

- The new software system, which is being funded by the Archdiocese, is being implemented. There will be a period of about 10 days where no new data will be able to be entered. After this is complete, the system should run smoothly. Mark Bury asked if this system is for both the school and the parish. Julie stated it is currently just for the parish. Data for SACs and the parish will be merged using parish funds at a future time.
- The merging of documents is complete for making the 10th Avenue cemetery a part of the parish. Plot information is still being entered; the data entry process is complex.
- Brian Kane asked about the urgent repair appeal, wondering if there is a specific place to donate for 2015. The council discussed using a bulletin insert and/or an announcement reminding parishioners of the appeal and informing them they can label their envelope with the words “Urgent Appeal.”

Parish Festivals Update: Brian Kane and Carter Sharp

- The three couples that are the new Julifest chairs are meeting with former chairs Dan and Sue Jeurissen to obtain information about festival planning. Father Erik suggested they email parents of SACs students to enlist more volunteers, as that has been an issue in the past. Brian and Carter also plan on speaking about the festival at future masses.

New Business:

- The idea of an orientation binder for parish council members was discussed at the last meeting. Mark Bury made a sample that included the parish logo, mission, vision, charter, references, etc. This will help orient new council members and keep documents organized. The parish has binders and inserts that the council can use.
- Carter Sharp asked if steps are being taken to recruit new two new Faith Formation staff because both Amy Kusber and Becky Hanel are leaving. When council members asked why they were leaving, Julie told the council it was for personal reasons.
- Kathy noted the Finance Council will present the draft 2015-16 budget in May and Diane Lee and Julie Moran are tentatively scheduled to present in June.

Meeting was adjourned at 8:47 p.m.

Council members welcome any interested parishioners to attend parish council meetings at St. Mark's at 7:00 p.m. on the first Tuesday of the month.

April 7, 2015

May 5, 2015

June 2, 2015

July 7, 2015

August 2015: Summer break

Respectfully Submitted,

Anna Brekke