

**St. Margaret Mary Parish  
Pastoral Council Minutes  
December 7, 2004**

<b>Members Present</b>	Fr. Bill O'Shea	Fr. Danny Soriano	Dick Henke
	Sr. Madelyn Gould	Josephine Lewis	Lane Epstein
	Harry Dubnick	Judy Thalmann	Dick Backer
	Chuck Marquis	Matt Johnson	Mark Oliphant
	Mary Runger	Mike Prus	

<b>Not Present</b>	Mike Pettinger
<b>Also Attending</b>	Joe Broda
<b>Opening Prayer</b>	Lane Epstein

**Approval of Meeting Minutes**

Minutes of the November 2 meeting were approved without changes.

**Discussion Items**

**Parishioner Input**

Bob Howe has decided to leave the scholarship committee and discussed his reasons with Matt Johnson. Matt will follow through with Bob on this issue and share these comments with Council.

**School Update**

School enrollment has been slow, with only 100 students enrolling. Other parishes will soon be eligible and it is hoped that the numbers will significantly increase. City officials are inspecting the classrooms and full approval is anticipated.

**25<sup>th</sup> Anniversary Celebration**

Joe Broda gave a presentation of the revised planned events for the celebration, with a budget of \$20,000. It includes:

- Dinner Dance at Benedictine University in October, with a buffet and open bar, partially paid for by the attendees (\$25/ticket), and a subsidy of \$12,500.
- Couples' Night in September, with a cost of \$10 per couple and a subsidy of \$2,500. It will include cocktails, snacks and a DJ.
- Family Celebration in January 2006, which will include light beverages, snacks and entertainment, with a cost of \$10 per family and a subsidy of \$2,500.
- Additional costs of \$2,500 will support printing, supplies, etc.

Council gave approval of these plans and voiced their appreciation to the committee for all of their efforts.

**Capital Campaign Update**

Jim Luthmann has orchestrated an energetic and dedicated calling campaign with a continued ratio of 3 out of 10 calls resulting in confirmed pledges, averaging over \$1,700 per pledge. New parishioners will be called during this campaign period. Those who declined to pledge in the initial phase conducted by Lantz/Bruni will be contacted again. By the beginning of February the calling campaign will be completed and the Steering Committee will be prepared to give contribution numbers to Council.

At this time, 45% of the pledges are restricted to the parish expansion, 29% to the school, and 25% is unrestricted. Received funds are slightly divided differently, with 40% toward parish expansion, 34% toward the school and 26% unrestricted.

### **Appreciation Dinner(s)**

The decision was made to sponsor this dinner at ASCA for one night, January 15<sup>th</sup>, with a Mardi Gras theme. The expected cost is \$6,500, which includes catered food, beverages, rented chairs and tables, fine paper products and plastic tablecloths, and music provided by volunteer members of the parish along with CD's.

### **Budget Discussion - Financial Review**

Dick Backer voiced his concerns about the budget and the parish's need to support the substantial (new) school financial commitments. He gave several examples of ways to decrease the budget. Council members discussed the issues and the timing for decisions that will need to be made on general financial issues. Mike and Chuck will take Council's opinions back to the Finance Committee to provide them with modeling for the annual budget.

### **Pastoral Discernment Process**

Fr. Bill has received positive feedback from parishioners and the diocese in regards to his discernment. He has decided to continue to be the pastor of our parish, and received full support and appreciation from Council members.

### **Pastoral Council Election Changes**

Dick Backer and Dick Henke (along with Mike Prus) have presented their proposed changes to the selection process for Pastoral Council members using the discernment process instead of general elections.

Council approved the change of the election process to a discernment process. Mary and Josephine will join this committee, and together they will submit a change to the constitution and a timeline for this year. In addition, Sr. Madelyn will provide a substitute for the role of the facilitator.

### **Wish Lists Updates**

- Wish #4 is postponed at this time.
- Wish #1 group has not met during the month. Josephine has volunteered to spearhead/lead this group, with Chuck as a new member, and will contact Chuck Topping to possibly join the group.
- Wish #2 continues to look for a human resource person. Fr. Bill contacted another priest for his parish's selection process of this type of employee. Each commission has formulated their goals and will present them to this committee. The goals will be evaluated on a yearly basis.
- Wish #3 has closed their survey via website and written evaluations. It was discerned that the majority of parishioners have no major complaints of the parish or the direction that the campaign is taking, yet parishioners that have been part of the parish for 20+ years tend to be less satisfied. Harry will provide an executive summary in the bulletin.

### **Commission Reports**

**Administration** - Authorized purchase of two more defibrillators (Joe Kash donated the first one) and have arranged training sessions for their use. Continue to look at lighting needs for worship center.

**Christian Education** - Discussed Threads program with evaluation of November's session and planning for additional sessions. Plan to have future meals catered. Harvest Sunday included liturgy component. CEC will host this month's Hospitality Sunday, and will distribute surveys to solicit feedback on Religious Education process. Criminal checks for volunteers have been completed. All programs of religious education are going well.

**Christian Service** - Goal formation has gone well and included good discussion within the group. Mark will be stepping down as commission head and a replacement has been found. Giving Tree program needs additional volunteers.

**Christian Worship** - 150 memorial contributions for the hymnals have been made (\$2,250). There is a new procedure for wine distribution at masses.

**Youth Representative** - no report.

### **Final Whip Around**

Although some topics were discussed in excess detail, it is positive that significant progress has been made on certain topics such as the discernment process, anniversary celebration and appreciation dinners. Terry Lesko has stepped down as head of the sacristans and Ingrid VanDrill is her replacement. Thank you notes were sent to leaders of Protecting God's Children program at our parish, as well as Men's Club members and Peer Ministry members who provided assistance in serving the meals at the Town Hall Meeting. New thank you notes will be sent to the Anniversary Celebration committee. Volunteers are requested to decorate the parish on Sunday, December 19<sup>th</sup> after the 12:15 mass.

Closing Prayer

Meeting adjourned 10:30

### **New/Continuing Action Items:**

<b><u>Person Assigned</u></b>	<b><u>Date of Origin</u></b>	<b><u>Item Description</u></b>	<b><u>Due Date</u></b>
Matt, Harry, Mary	10/3/04	Finalize plans for Appreciation Dinners	Continuing
Pastoral Council Discernment Committee (Dick H. and Dick B.)	9/7/04	Proposal to change to discernment process approved. Changes needed to Constitution. Josephine and Mary are new members of group. Sr. Madelyn will select new facilitator.	Continuing
Matt	9/7/04	Distribute yearly agenda. Reformat monthly agenda.	Continuing
Wish Group #1	12/7/04	Invite Chuck Topping to become a committee member. Josephine will take on task of leader to group, and Chuck Marquis has also joined group.	Continuing
Wish Group #2	12/7/04	Continue to look at resource person and look at goals created within groups.	Continuing
Wish Group #3	12/7/04	Prepare survey comments/results for bulletin.	Continuing

### **Completed Action Items:**

<b><u>Person Assigned</u></b>	<b><u>Date of Origin</u></b>	<b><u>Item Description</u></b>	<b><u>Due Date</u></b>
Mary, Harry	11/2/04	Send thank you notes	ASAP

Harry	11/2/04	Prepare statement for bulletin re: appreciation	ASAP
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**Refreshments and Prayer:**

January 4 – Dick Henke

February 1 - Josephine

March 1 – Dick Backer

April 5 - Chuck

May 3 - Mary

June 7 – Matt/Katrina

**Hospitality Sundays:**

January - None

February 13 - Education

March 13 - Service

April 3 – Administration (Diocesan Appeal)

May 22 - Worship

June - None

Respectfully submitted by Katrina Meder