

**St. Margaret Mary Parish  
Pastoral Council Minutes  
February 1, 2005**

<b>Members Present:</b>	Chuck Marquis Dick Henke Matt Oliphant Lane Epstein Harry Dubnick	Fr. Danny Soriano Mike Prus Mary Runger Sr. Madelyn Gould Judy Thalmann	Fr. Danny Hessling Josephine Lewis Dick Backer
<b>Also Attending:</b>	Joe Claire Al Gustafson	Mark Boehlen Rick Haas	Don Cronauer Bill Hassett
<b>Not Present:</b>	Mike Pettinger	Fr. Bill O'Shea	Matt Johnson
<b>Opening Prayer:</b>	Josephine Lewis		

**Approval of Meeting Minutes**

Minutes of the January 4 meeting were approved without changes.

**Parishioner Input**

Don Cronauer gave parishioner input concerning three issues. He felt that the Appreciation Dinner was a wonderful event, with delicious food, outstanding music, and a great place to gather everyone. He suggests that the large group event for the 25<sup>th</sup> Anniversary Celebration could also be held at ASCA, and put in a plug/advertisement for the Pooch Walk in September, which supports the Cancer Foundation. He also feels that the discernment process for the selection of Council members is not in the best interest of the parish.

**Discussion Items**

**A. Worship Center Lighting**

Joe Claire and Mark Boehlen presented a proposal for enhanced lighting in the worship center. They recently visited a parish in Lake Zurich to look at their new lighting and were impressed with both the design and technology that were used. The company that did this work estimates a new lighting configuration for our worship center at a cost of approximately \$100,000. Before this company goes any further, they are asking for a good faith deposit to be given which would secure their design proposal.

After discussion, it was decided that an approval could not be given at this time. There was a configuration/design previously prepared by another company that could still be used. In addition, any approval at this cost level has to be processed through the diocese and additional bids should be solicited. With the current budget concerns, it is difficult to consider this large expenditure at this time.

**B. Wish #2 Group Update**

Al Gustafson spoke to Council about goal setting, looking at where SMMP is at this time as well as looking at 5 year goals and 3 year working tasks. Al presented a model his group formulated for Old St. Patrick's parish where they created a 'blueprint' that included the parish's programs and events. They assessed the parish's profile, considering key issues, goals and strategies. They then created a detailed action plan. He is willing to work with our parish using the same format if desired.

**C. Financial Recap of School Contribution Funding Resources**

Bill Hassett gave a summary of the financial contributions and funding resources necessary for the school, as well as possible reductions of expenses that would be needed for our budget to be balanced.

SMMP's share of School cost		<u>\$3,000,000</u>
Estimated school pledges from a \$3.42MM campaign	\$ 946,000	

50% share of estimated unrestricted pledges	<u>502,000</u>	
Pledges directed to school	\$1,448,000	
Interest earned on school and 50% pledges	<u>349,000</u>	
Campaign-generated proceeds for school		
<u>1,797,000</u>		
Total still needed		1,203,000
Proposed parish savings transfer		
<u>350,000</u>		
Savings needed from operations		\$
<u>853,000</u>		
Average needed per year for 9 years, no debt at the end		<u>\$ 95,000</u>
Given 2.1% inflation, expenses needed to permanently remove starting Year 1		<u>\$ 87,000</u>

Although any financial model can be reconfigured with a variety of scenarios, the most favorable scenario ensures that our parish can maintain a positive working capital without incurring debt if the capital campaign continues at its current pace as well as the rate of contributions and expenses. It is advantageous for us to deposit as many funds as possible into the diocesan account for the school to accrue interest. Every \$100,000 additional funds that the capital campaign brings in and is applied to the school equals \$12,000 savings on the budget.

The proposed financial scenario does not include expenditures to the parish expansion.

The fact that the bank is dictating a nine-year repayment for the school property cost is possibly too much of a hardship for our parish when we are looking at parish expansion, a difficult capital campaign and stagnation of financial contributions while maintaining a rather flat-line budget expenditures. There is a possibility that the repayment schedule can be reassessed.

Considering an increase in diocesan assessment and insurance costs as well as the inception of the school debt repayment, it was decided that the commissions and groups should look at their budgets and attempt to make 15%-20% cuts and/or increase revenues. The Finance Committee and Council will ask each commission to present how these cuts would impact their group. Every item in the budget needs to be considered, including Charitable Contributions and school scholarship/assistance. Prioritization of programs will be necessary, especially since Commissions have been told to work with a flat budget over the past five years.

In addition, it is time to reach out to parishioners to state very bluntly that we are not able to afford everything that is currently being paid for as well as what is expected in the future, and the need to make difficult financial decisions if necessary.

#### **D. Input from Rick Haas**

Rick gave a general summation of his feelings about how things are not done in an efficient, spiritual and welcoming way at our parish.

#### **E. Capital Campaign Update**

The capital campaign continues with the person-to-person contacts. Letters are going out to those who have recently contributed, those who we have not been able to contact on the phone, as well as those who originally declined contributions. The campaign will 'officially' close in October, at the two-year anniversary.

Difficult decisions may need to be made concerning the division of funds, if the priority will be to pay off the school debt, knowing that these decisions may encourage some to contribute additional funds and some may choose not to fulfill their pledges.

The other two parishes are only having a 'moderate' capital campaign.

#### **F. Appreciation Dinner**

Many wonderful comments and compliments were given for the dinner. Those who helped were much appreciated, especially Mary and Harry who organized the dinner, members of Council and Staff who did so much prior to, during and after the dinner, and members of our choir who provided the musical entertainment. 275 attended, with a cost of \$6,000. Costs that will not be incurred in the future include a band cancellation fee and cost of dance floor for a total of \$1,100.

### **G. 25<sup>th</sup> Anniversary Celebration Proposal**

Mary suggested that the anniversary celebration include a family event during early 2006 using the same basic format that the Threads program has taken. Possible activities include a film that shows the various programs at the parish, a roast to staff members, a general presentation of the highlights and positives aspects of our parish. There was a discussion of the options that are being looked at and the dates that are being considered. A member of the anniversary committee will be asked to attend March's meeting to confirm the dates and update the proposed events.

### **H. Election Committee Update**

The committee will prepare the bulletin inserts for the upcoming discernment process. Committee members need to write an amendment to the Constitution for the change from election to discernment by the March meeting.

### **I. Wish Group 1 Update**

The group is working on a major vision for both their group and the parish as a whole and plan to meet with commissions and groups to formulate this vision. They reviewed the summaries from the futuring sessions that took place in 2002. They understand that the decisions that will be made may impact the budget.

The group looks to Council to reconfirm what they should be focusing on. It was agreed that it is valuable to review and renew the process that came out of the focus groups in 2002, looking at finding measurable and reportable steps within the three categories that were derived:

- Build community by continued growth of vibrant liturgies, enhance our spiritual programs and ensure future lay leadership.
- Reach out to people within and outside our parish, especially teens and young adults. Provide more opportunities to get together as a community.
- Create appropriate and adequate educational, ministry and social spaces.

### **J. Wish Group 2 Update**

Each commission and staff member has written their respective goals, and they request direction as to the frequency of the goals, be they annual or less often. It was recommended that goals should be completed by June of each year.

### **K. Wish Group 4 Update**

Harry will draft a proposal for the March meeting, where Council will have a document to present to parishioners that will begin discussion concerning the financial crisis.

### **Commission Reports**

**Administration** – Significant discussions took place concerning lighting in the worship center, the commission placement of the Scholarship Committee, and the major repair work that is needed to one of the heating units.

**Education** - Plans continue for Threads and how to include more families – enrollment numbers to date are lower than last session. Goal setting continues, looking at the budget and how funds can be increased and/or expenditures cut. It is hoped that we can use ASCA more for large group events. Regular classes, Reconciliation, First Communion, adult and teen retreats and adult education are all going well. 2500 toys were prepared for Operation Wrap. They are looking at enrollment for next year and how children attending ASCA will impact these numbers.

**Service** - ProLIFE collected \$3,200 with bottles for BirthRight. Sharing Parish Committee has a group they call People Helping People through Family Service Day last spring, and are looking to have another similar event this spring. They have begun a Good Samaritan program using skilled laborers in the parish to deal with emergencies for our parish families.

**Worship** - Looking at soliciting teen greeters for Sunday 5:00 pm masses. 30% of new hymnals have received a memorial, and the plaque is being designed.

Closing Prayer

Meeting adjourned 11:15

**New/Continuing Action Items:**

<b>Person Assigned</b>	<b>Date of Origin</b>	<b>Item Description</b>	<b>Due Date</b>
Pastoral Council Discernment Committee	9/7/04	Prepare and submit changes to Constitution for changes in PC member selection.	Continuing
Matt	9/7/04	Distribute yearly agenda. Reformat monthly agenda.	Continuing
Wish Group #3	1/4/05	Prepare survey comments/results for bulletin.	Continuing
Scholarship Committee and Education Commission	1/4/05	Decide together which commission the committee should be placed and present proposal to Council.	Continuing
Harry	2/1/05	Prepare letter to parishioners concerning financial crisis	3/1/05

**Completed Action Items:**

<b>Person Assigned</b>	<b>Date of Origin</b>	<b>Item Description</b>	<b>Due Date</b>
Commission members	1/4/05	Meet with Finance Committee to discuss financial status and changes needed to deal with upcoming expenditures for school	2/1/05
Wish Group #2	1/4/05	Sr. Madelyn will invite Al and John for ½ hour goal-setting session at February Council meeting.	2/1/05

**Refreshments and Prayer:**

March 1 – Dick Backer  
 April 5 - Chuck  
 May 3 - Mary  
 June 7 – Matt/Katrina

**Hospitality Sundays:**

March 13 - Service  
 April 3 – Administration (Diocesan Appeal)  
 May 22 - Worship  
 June - None

Respectfully submitted by Katrina Meder