

**St. Margaret Mary Parish  
Pastoral Council Minutes (Revision C)  
April 3, 2007**

**MEMBERS PRESENT:**

Fr. Bill O'Shea	Fr. Dan Hessling	Mary Runger	Gary Skarr
Jim Krema	Molly Fara	Mike Prus	
Linda Griffin	Jennifer Rosenbaum	Pat McAuliffe	Paul Weinewuth

**Also Attending:** Jerry Rotko

**Not Present:** Sr. Madelyn, Laura Valentine, Hilary Nave, Josephine Lewis, Jim Herring, Rick Peterson

*Meeting Started promptly at 7:00pm*

**1. GOSPEL READING/FAITH SHARING/PRESENTATION – Jim Krema**

- Isaiah, Chapter 42, v. 1-7

**2. OPERATIONAL TO-DO's – Mary Runger (7:15pm):**

- **Approval of March Meeting Minutes**
  - The minutes for the March 3, 2007, PC meeting was approved with no changes.
  - Jim will take the minutes and remove the red-font edits so the minutes are ready for the website.
- **Parishioner input**
  - Jerry Rotko – I have some ideas for assisting SMMP with some of the money and construction issues.
    - There is a piece of property on the hill behind us that was originally intended for a school. However, we already have a school and no longer need this land. We could possibly, sell this land for a few homes and make some additional revenue.
    - Regarding the Church lights – I would like to be a part of the discussions and be a part of a separate fundraiser. We would gladly give to the lighting fundraiser. The contractors wouldn't use scaffolding for the lighting, they would use electric lifts. Therefore, there shouldn't be any issues with the sprinklers and lighting being worked on together.
    - The slope of the roof (east - west) would be perfect for collecting solar power to generate electricity for our own church and then possibly sell excess power back to public utilities.

**3. VISIONING SHORT-TERM**

- **Read New Vision Statement**
  - We should continue to discuss the strategic goals during our meetings and update the Parishioners on where we stand on reaching these goals (i.e. website)
  - "Forward Together" Coordinator needed
    - Possibly create an area on the website called "Forward Together" and post the status for all Parishioners to access
    - If you have content for the initial release of the new website, you need to send it to: [web@smmp.com](mailto:web@smmp.com) by April 7, 2007.
    - Channel updates to the 8 Strategic Goals to Jim Krema and he will find a location on the website for Parishioners to access

- **Approval of Budget Options/Discussion of final budget – Kevin Madden (7:20pm)**
  - **See Appendix A “Budget Input Summary”** - Based on the input Kevin received from Parish Council, he put together a Budget Input Summary sheet that was distributed to Parish Council
  - Calculated both averages and medians (center point between the top/bottom)
  - Kevin doesn't believe that we should use the medians to arrive at the conclusion
  - Kevin created his own proposal that is between the averages and medians
  - The greatest differences in the proposed budget cuts were identified in the Programs categories
  - Kevin has not seen Worship or Educations budgets:
    - Linda clarified at the meeting that RE preschool through 5<sup>th</sup> Grade budget has been reduced. There were also reductions in workshop and speaker fees. Outside services were reduced, because there won't be separate Lenten reconciliation for RE classes.
      - Per student costs (what SMMP pays per student, not including salaries):
        - RE 3yr through 5<sup>th</sup> = \$35.10
        - Junior High = \$41.55
        - High School = \$125.89
        - Adult = \$42.70
      - Tuition/Fees paid by families for RE is considered “additional revenue”
      - The Christ Renews His Parish Retreat has been considered a “Gift from the Parish” so CEC would have to decide whether to start charging Parishioners for this retreat.
      - If we need to keep quality programs, we need to keep bringing in different (paid) speakers
    - We need to talk to Jim Herring about the budget for Worship commission. They will be meeting again on April 10<sup>th</sup>.
    - Pat has not heard from some of her commissions on their budgets (i.e. Newcomers, Comfort Care)
  - **COMMENTS:**
    - Fr. Dan suggested that some of the programs should become self-sufficient (i.e. charge a fee for members to participate) or provide a donation basket with a recommended amount
    - We need to stop micro-managing these groups and just provide the commission with a budget and allow them to decide what to do with the money
    - We should not cut any of the programs at SMMP, because if we cut back on programs today, we are cutting out the next generation of Catholics.
    - Parish Council will need to review our policy on voting members vs. Advisory members. The larger issue related to how Sr. Madelyn and Mike Prus will be involved with voting on Council will be left to a decision by the new Pastor.
  - **DISCUSSION: (3 – look at programs again, 7 – ok with Kevin's proposal)**
    - Fr. Dan – I am ok with Kevin's proposal.
    - Molly – I would like to increase collections up to \$20,000 and Charitable contributions down to \$12,000. However, I am ok with Kevin's proposal.
    - Mary Runger – I am ok with Kevin's proposal.
    - Paul – I am ok with Kevin's proposal, but I am very concerned with how we are going to squeeze \$12,000 from programs. I would like to see Programs' reaction. I think using the Average makes more sense than the Median.

- Mike – I can live with Kevin’s proposal, but I am very uncomfortable with the number for Programs. I actually feel better using the Medians rather than using the Mean for Programs.
- Fr. Bill – The Median never add up to \$52,000. I would rather not live with it. I would like to send back to the affected groups and Worship, Service, Education and send us back new budget numbers. So whatever they come up with, whatever is we split
- Gary – I would prefer the average, but I can live with Kevin’s proposal.
- Jim Krema – I have a hard time seeing the Programs number coming to reality. I would like to see some adjustment with the programs. No- don’t go along with the proposal.
- Linda – I would feel more comfortable with allowing my group to see what we can do with the proposed cut.
- Pat – I can live with Kevin's proposal however I would like any CSC savings above those suggested in Kevin's program cuts to be reflected in increasing Charitable Contributions by this amount. I would also like CC to be included in CSC, not considering CC outside of CSC since it is part one of my committees.
- Tuesday night 7:30pm, Finance Committee member to attend the Worship Meeting.
- **Utilize Fr. Bill’s Modified Budget Review Approach:**
  - If Programs can’t meet the \$12,000 cut, than the other three groups (Collections, Charitable, Scholarship) will split the \$12,000 cut equally among their budgets. April 19th is the due date for the revised budgets. Kevin will summarize the process and the results and email to the Parish Council.
  - **VOTE: (6 – agree with Fr. Bill’s approach, 4 – don’t agree)**
    - Fr. Dan – no, would like to go with Kevin’s numbers.
    - Molly – Yes.
    - Mary – No.
    - Paul – Yes.
    - Mike – Yes.
    - Fr. Bill – Yes.
    - Gary – No. I feel like we are going back to get more information to make an exception.
    - Linda – Yes.
    - Pat – No.
    - Jim – Yes.

----- 5 minute BREAK @ 8:15 pm -----

#### **4. ACTION ITEMS:**

- **Discernment Process – Jim Krema (8:15pm)**
  - Number of nominees = 4 total so far
  - Still need to determine the full list, because the office may have additional nominees
  - We plan to contact the nominees sometime this week.
  - Jim will send out an updated list of nominees by the end of the week.
  - April 11th - orientation will take place with Fr. Bill & Sr. Madelyn and committee
  - April 22nd - Nominee’s statements will appear in the bulletin
  - May 1st - Invited to attend the Parish Council meeting
  - May 9th – Discernment with Sr. Madelyn
  - June 5th – New Parish Council members welcomed

- **Expansion Ground Breaking Ceremony on April 29th Update – Josephine Lewis**
  - Full page invitation will be sent to all Parishioners in the Easter bulletin
  - A small blurb was in this past week's bulletin
  - On April 15th and 22nd Brian Kinney will do announcements with details of how the expansion will affect Parishioners
  - Nancy Rutkowski working with Priest and Deacons for the liturgy
  - Sr. Elizabeth handling the reception- still needs help with refreshments
  - Rick is coordinating the speech platform and other logistics
- **Farewell Reception Ad Hoc Committee Update - Mary Runger (8:30pm)**
  - May 1st is the RSVP due date
  - Mostly self-sufficient for funding
  - Budget is supposed to be in place, but there will still be some expense that SMMP will be handling for this party
  - Mike will add the information about the transition to the website
- **Development Committee Monthly Update - Paul (8:35pm)**
  - Decent kick-off meeting
  - We have energized people in the group
  - Church Enhancement fundraising is being planned – focusing on lighting and sound
- **Diocesan Cluster meeting – April 14<sup>th</sup> @ 9:00am at St. Elizabeth Seton (8:40pm)**
  - Input? Questions? For Mary Runger to take for discussion
  - This is our opportunity as a council to interface with the Diocese and the Bishop
  - Have any of the Parishes discussed the lack of attendance or how to improve it?
  - Prior years Diocesan Appeals the number was a mandate, however in the future, if you exceed your goal, the Parish will receive half back for the church.
- **Newcomer Group Update – Josephine Lewis**
  - They continue to receive a list of new members each month and call them (about 6-8 per month)
  - It's anticipated that the Parishioner numbers will increase over the summer months
  - Ice Cream social tentatively scheduled for June, but there are many other events already planned for the Parish during that time.
- **Holy Thursday Mass at 7:30pm– Terry Taylor**
  - Would like to invite Parish Council members to participate in the feet washing during the Thursday service.
  - If anyone else is interested, contact Mary as soon as possible.

## **5. PASTOR'S COMMENTS & COMMISSION REPORTS (8:45pm):**

- **NOTE:** Make sure you continue to submit your commission minutes to the Parish Council in a timely manner.
- **Pastor's Comments – Fr. Bill O'Shea**
  - I feel very happy and am looking forward to retirement.
- **Parochial Vicar – Fr. Dan Hessling**
  - No update.
- **Administration – Molly Fara**
  - Commission has approved the new grounds contract for the year.
  - Website is progressing.
  - Parish audit was completed, but have not heard back. Although, Fr. Bill believes he was satisfied on how we run things.
- **Education – Linda Griffin**
  - Preschool classes will only be offered after 9:00am mass next year.
  - Jr. High – May 12th service event is sorting food from the letter carrier food drive. This is a large project and needs the help and support of the entire parish.
  - 45 teens signed up for summer mission trip.

- High School – Jeffrey Dean talk on internet safety was well received. Bay Saint Louis Mission trip took place over spring break. Peer ministry Open House was held March 18<sup>th</sup>.
- Adult Ed – Next year's bible study will be Letter to the Romans. 133 people attended Threads. On March 7<sup>th</sup> a new group Inquirers began the RCIA program. The farewell reception will be held after the 9:00 and 10:45am Masses on June 17, 2007.
- **Service – Pat McAuliffe**
  - Small meeting this month with no minutes.
  - A busy month – Daybreak has taken on a new apartment and giving up older apartment. Painting apartments. Received an entire apartment of donated furniture.
- **Worship – Jim Herring**
  - Not present.
- **Teen Ministry – Laura Valentine**
  - Not Present.

**6. CLOSING (9:05pm):**

- **Final Whip Around:**
  - Good meeting. Point of focus is discernment so let's make sure we keep on that and away from concentrate on individual voting. Good meeting and Happy Easter. Good Meeting. I like to focus on vision and our Parish journey, because it's hard to always talk numbers.
- **Snack & Prayer for May – Jim Herring & Mike Prus**
- **Closing Prayer – Jim Krema**

**MEETING ADJOURNED at 9:15pm**

**OPEN Action Items:**

<b>Person Assigned</b>	<b>Date of Origin</b>	<b>Item Description</b>	<b>Due Date</b>
Parish Council	4/3	Channel updates to the 8 Strategic Goals to Jim Krema and he will find a location on the website for Parishioners to access	May
Jim Herring	4/3	Needs to provide Kevin with a budget for Worship Commission.	ASAP
Parish Council	4/3	Revised budgets due into Kevin	4/19
Program Committees	4/3	Need to review the proposed budget cuts to validate whether they can handle them.	ASAP
Mary Runger	12/5	SMMP/ASCA Liaison's name should be placed in the bulletin	TBD
Mary Runger	12/5	ASCA corner created to update Parishioners	TBD

**CLOSED Action Items:**

<b>Person Assigned</b>	<b>Date of Origin</b>	<b>Item Description</b>	<b>Due Date</b>
Mary Runger	12/5	Distribute Diocesan Cluster meeting agenda to all SMMP PC members if possible.	January

**Respectfully submitted by** *Jennifer Rosenbaum*