

**St. Maximilian Kolbe Pastoral Council**

**Meeting Minutes**

**January 3, 2018**

**Present:**

- a) Andrew Burke – Presider
- b) Brett Boutwell
- c) Tom Collins
- d) Julie Duffy
- e) Marlene Palmatary
- f) Jerry Pater
- g) Yvette Schnegg
- h) Kevin Walsh
- i) Tim Wurth

**Absent:**

- a) Chris Palac
- b) MaryAnn Ridenour
- c) Chris Zevallos

**Notable Others:**

- a) Fr. Geoff Drew – Pastor
- b) John Monroe – Finance Council
- c) Zach Hinger E&C Pastoral Associate
- d) Lori Walters - PL&S
- e) Kathleen Garrison – Outreach
- f) Adrian Inman- Worship and Sacraments
- g) Pam Begovich-E&C

## **Opening Items:**

- 1) Praying for E&C Commission
- 2) Formation: "Forming Intentional Disciples" by Sherry A. Weddell

## **Lightning Round:**

- 1) Adoration calendar sent around by Marlene.
- 2) Tom Collins repeated his request from the Dec PC meeting for quarterly updates from the Together We Grow (TWG) campaign collections and building plans.
- 3) Fr. Geoff has invited Jim Lipidi to the February PC meeting to discuss campus master plan
- 4) Fr. Geoff will be including the status of the TWG campaign collections in his monthly pastors report

## **Strategic Discussions**

- 1) Plaza Entrance – We have received positive feedback from parishioners
  - a) Should last at least two winters
  - b) Ground Breaking- Could be spring or fall of 2019
- 2) Debt elimination/ ground breaking
  - a) Last report from Archdiocese was in September. Through the end of Sept., \$1,181,000 had been collected.
  - b) Debt currently at \$110,651 – estimated pay off will be early 2018.
- 3) Driveways/entrances- Nothing new to report. See Dec 2017 meeting minutes for point of discussion.

## **Campus Master Plan**

- 1) Notes from December PC meeting minutes included here for continuity
  - a) Need a master plan that coordinates current structures with future planning so that building addition appears seamless. However, if (we) design structure too soon, codes may change which would cost more \$ for architectural changes.
  - b) The longer we postpone construction inflation will cause costs to increase. Currently, construction costs up 8 – 10 % per year. If we take short term loan, interest rate 2-3 %. Not long term debt because loan would be paid off as pledge payments come in.
  - c) Probably 8 month lead time from decision to start until ground breaking.
  - d) Start with master plan and architect's plans around Jan 1. Estimate cost at \$180,000. Consensus- 3 neutral, remainder yes.

- 2) Jim Lipidi will attend the February PC meeting to discuss the status of the campus master plan and architectural plans.

### **Committee Updates**

#### **1) CMA Ad Hoc Committee (Jerry Pater)**

- a) Will be meeting Thursday January 4<sup>th</sup>
- b) Nothing else new to report

#### **2) Campus Safety Subcommittee (MaryAnn Ridenour and Larry Witsken)**

- a) Will provide update in February meeting

#### **3) PC Listening Sessions (Julie Duffy)**

- a) Next session will be Jan. 27-28
- b) Julie is following up on open items

#### **4) Leadership Discernment (Brett Boutwell)**

- a) Need new PC member (1<sup>st</sup> year) to join team
- b) Andrew will provide assistance to enlist a 1<sup>st</sup> year member
- c) Need names from Finance Council for participation in leadership discernment.

#### **5) Common by laws (Yvette Schnegg)**

- a) Handed out a four-page summary of the comparison and recommended changes of previous PC by laws and the common by laws.
- b) Yvette summarized the recommended changes
- c) **TO DO:** all PC members should review Yvette's recommendations document and be ready to discuss in the march PC meeting scheduled for February 7<sup>th</sup>
- d) Fr. Geoff asked the other commissions to communicate the status of their review of common by-laws during their communication to PC each month
- e) Since the common by-Laws will apply to all commissions there will be an appendix for each commission's differences from the common by-laws

## **Council/ Commission Updates**

### **• Finance Council**

- 1) Income very close to budget
- 2) Almost complete in the review of the common by-laws
- 3) Next receipt from the One Faith, One Hope, One Love, (OFOHOL) campaign should be received in mid-January

### **• Worship and Sacraments Commission**

- 1) Will be holding lunch for all ministry leaders

### **• Outreach Commission (OC)**

- 1) Discussed having a St Vincent DePaul (SVD) donation box on St Max grounds
  - a) Donation box would be about the size of recycle dumpster
  - b) The donation box would be emptied once a month by SVD
  - c) Would want SVD to monitor the box every other week to determine how full it is.
    - i) Do not want donations accumulating on the outside of the box
  - d) Would like to try the SVD donation box as a trial
- 2) A presentation was made to The OC with a request from St Vincent DePaul (SVD) to assist in a partnership between SVD and Faith Alliance.
  - a) Faith Alliance, serves meals every Monday and Tuesday throughout the year
  - b) Faith Alliance and Faith Methodist church have asked for assistance from St Max through the OC in providing food and volunteers to help serve the meals
  - c) Greg Ehlert developed proposal around the St Vincent DePaul proposal
    - i) A section of the proposal suggests moving unused money from various ministry budgets to fund the purchase of food for the meals
    - ii) Fr. Geoff commented that it is within the authority / responsibility of the Pastoral Associates to determine if monies within the budgets of the various ministries could/should be allocated to other ministries within the commission in which they are responsible.
- 3) Not sure where they stand on review of common by-laws
- 4) Meeting about local, regional and international tithing.

### **Parish Life & Stewardship Commission**

- 1) Big effort underway to establish the logistics for the Donut Trail that will take place the weekend of 1/6 & 7 (Epiphany weekend)
- 2) There is a sign up Genius to help obtain assistance from other council, commission and ministry members.
- 3) Not sure on the status of the common by-law review

### **• Evangelization & Catechesis Commission**

- 1) Finished the review of the common by-laws in December
- 2) Ministry leader luncheon scheduled for 2/10
  - a) Focus is to let ministry leaders know what the commission is doing to support their ministries
  - b) Will be speaking about finances and budgets
- 3) One Step Closer / Donut Trail / 1% Challenge
  - a) Sign up genius for volunteers to help cut donuts and assist in greeting, handing out packets, etc.
  - b) Goal is to
    - i) reach out to inactive/non-practicing Catholics
    - ii) Refocus on 1% challenge and small groups

### **Pastor Report**

- 1) Fr. Geoff has not yet published the January pastors report
  - a) Will try to get it out in the next week or two
- 2) Debbie LaFrankie, RFY Educational Consultant, Early Childhood & Special Needs Planning Assistant, has moved to Hyde Park
  - a) Will continue to serve in current role till the end of the school year
  - b) We will need educational planning assistant next year to fill in this vacant position
- 3) Rebecca Peltier – Children's Initiation Minister - First Reconciliation coordinator
  - a) Has received an opportunity and will be vacating her current role