

St. Maximilian Kolbe Pastoral Council Meeting

November Minutes

November 13, 2019 – 7:00-9:00PM

Pastoral Council Members Present:

Tom Collins
Rich Inman
Daren Keenan

Cathy Marksteiner
Chris Palac
Jerry Pater

Betty Ann Quinn
Eric Saddler

Pastoral Council Members Absent: Ellen Paxton – Vice Chair, Tim Wurth – Chair

Notable Others:

Fr. Jim Riehle – Pastor

Twining Ministry, Advent Project (Family Connections) – Dan Suer & Bruce Murphy

Evangelization and Catechesis Commission – No Representative Present

Outreach Commission – Maureen Savage

Parish Life and Stewardship Commission – Tony Ferraro

Worship and Sacraments Commission – Mary Blake

Finance Council – Rich Carmel

Parish Staff Representative – Ruth Trentman

Recording Secretary – Dena Moulton

- **Opening Prayer / Mission Statement** (PC is praying for Parish Staff in November)

- **Formation** Searching for and Maintaining Peace: A Small Treatise on Peace of Heart, by Fr. Jacques Philippe
Pages 23-49

- **Lightning Round**
 - Meeting next month is December 4
 - Early bulletin deadlines
 - Submit content for the December 1 bulletin by Monday, November 18 at noon
 - Submit content for the December 22 bulletin by Monday, December 9 at noon
 - Submit content for the December 29 **AND** January 5 bulletin by Monday, December 16 at noon
 - Twining Ministry, 2019 Parish Advent Project (Family Connections) – Dan Suer and Bruce Murphy
 - This is an opportunity for St. Max families to ‘connect together’ in a life long relationship with one of the catechist families who belong to St. Patrick Church in Uganda by communicating through letters and pictures
 - Pastoral Council is asked to assist with communicating this opportunity to the St. Max Parish
 - All PC is requested to select a family
 - There are 156 families available
 - Please visit the Saint Max website for additional details:

saint-max.org/twining and click on **RED** **“View Photo Book”**

➤ **Discussion**

- Commission and Council representatives for Discernment Committee
 - All representatives have been selected from councils and commissions
 - Meeting planned for early December

➤ **Committee Updates**

- **Campus Safety Subcommittee** – (Cathy Marksteiner)
 - Working on a mission statement
 - Working on succession for this committee
 - Standard Operating Guideline (SOG)– Policies, procedures and guidelines being worked on
 - Evacuations vs shelter in place, emergencies; who is responsible for emergencies at various events
 - Emergency notifications – who is responsible
 - Evacuation routes ... look around and locate nearest exit
 - Communication with 911
 - Butler co emergency management – willing to do an onsite survey for free
- **PC Listening Sessions** – (Rich Inman)
 - January 25 & 26 is next listening session

➤ **Council/Commission Updates**

- **Finance Council** – (Rich Carmel)

Financial Report Fiscal Year-To-Date as of October 31, 2019

	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) \$ Variance</u>	<u>Favorable (Unfavorable) % Variance</u>
Total Income	\$682,024	\$702,370	(\$20,346)	(2.9)
Total Expenses:				
General & Administrative	474,779	485,795	11,016	2.2
Ministry & Liturgy	21,396	27,162	5,766	21.2
Religious Formation	27,377	37,856	10,479	27.7
Outreach	7,061	10,783	3,722	34.5
Facilities	125,246	131,002	5,756	4.4
Fundraising	30,202	10,980	(19,222)	(175.1)
Capital	2,137	7,332	5,196	70.9
Total	<u>688,199</u>	<u>710,912</u>	<u>22,712</u>	3.2
Net Income	(\$6,175)	(\$8,542)	\$2,367	

Note: Sunday Collections of \$600,121 are **under budget** by \$30,879.

Finance Council Areas of Focus and Reporting for FY 2020

- Monitor and report ongoing results of *Together We Grow* campaign.
 - We currently have \$403,944 in available funds for the project. \$353,944 is invested in an AOC CD, currently earning 2.3% interest. The remaining \$50,000 is invested in a money market account at PNC Bank to be used for immediate needs.
 - As of September 18, 2019, in response to our request for a reduction in our obligation to the Archdiocese of Cincinnati's *One Faith, One Hope, One Love* campaign, the archdiocese waived the remaining \$320,895 that was owed. We have fulfilled our obligation to the archdiocese.
 - Pledges total \$3,486,728 of which \$2,358,510 (68%) has been collected as of 8-31-19.
 - Architect estimated design fees are \$150,000 and estimated soil boring fees are \$10,000. Boring samples were done on September 25.
- Balance of the Contingency Fund as of September 30 is \$39,000.
- Funding for the church roof replacement.
 - The roof was inspected in September 2018 by a roofing contractor and determined to have an estimated life expectancy of approximately three years.
 - The estimated cost to replace the roof is \$815,000 using three dimensional asphalt shingles or \$915,000 using stamping seam metal.
 - As of October 31, \$45,468 has been collected for the roof replacement.
- The Fiscal Year 2019/2020 Budget reflects Revenue in excess of Expenses in the amount of \$86,800.

Raise the Roof - Church roof replacement

Committee formed to outline a plan for a reverse tithe raffle

▪ **Worship and Sacraments Commission** – (Mary Blake)

- Upcoming liturgical celebrations
 - Christ the King – November 23-24
- New liturgical minister's procedures started Oct 12-13
 - Thurifer training Dec 2
- Sacramental Celebrations upcoming
 - Eleven weddings already scheduled in 2020
 - Baptisms continue 1st and 3rd Sundays and at request of families
- Music Ministry
 - October 20th adult choir and handbells introduced song "Anima Christi" for presentation of the gifts. Long term goal is to implement as a Communion procession
- Upcoming Workshops
 - Nov 20 – Four members of Baptism team, two Deacons and Mary Ella will attend an Archdiocesan workshop about changes to the Baptismal rite
- New Business
 - Perhaps adding 8am Mass to Christmas next year
 - We will be bringing Baby Jesus up to the Altar at all Christmas Masses in the Church
 - New communion patens needed
 - Liturgical linen launderers, wedding coordinators, baptism team volunteers needed
 - Advent families will light wreath – sign-ups in email and bulletin

- **Outreach Commission** – (Maureen Savage)
 - We continue to work toward a concept for increasing participation and awareness of Outreach opportunities.
 - We will be compiling ‘Outreach By the Numbers’ again this year.
 - The commission discerned that while Just Try It Ministry fair has been effective in the past, the burden on our ministry leaders was too great to warrant the fair this year. We’ll continue to discern if this needs to be executed again next year. In its place, we’ve elected to aim for ‘mini-ministry fairs’ in the gathering space after masses throughout the year.
 - Faith Alliance appears to be back on track after reorganizing. St Max rep is Alicia Stollenwork. More to come as the engagement can resume after Faith Alliance took a strategic pause.
 - Lakme mentioned that we were approached by St. Leo the Great in Fairmount OH to increase interaction between our parishes. Outreach is generally supportive of this but awaiting more information before committing to a course of action. This item will be discussed 11/20/19 in further detail

- **Parish Life & Stewardship Commission** – (Tony Ferraro)
 - No quorum at Oct 16 meeting
 - Thank you, Fr. Jim for hosting Oct 26 trivia night
 - Jan 11, 2020 movie night; Mother Teresa movie
 - Next Trivia night will be May 16, 2020 – 80s themed; 80’s related trivia

- **Evangelization & Catechesis Commission** – (Glenn Gigandet)
 - No report presented

➤ **Pastor’s Report** – (Fr. Jim)

- Oct – several sessions on I Thirst were available; attendance was ok
- Every month something related to Mother Teresa will be offered to the Parishioners
- Advent – every Sunday; evening prayer and catechesis; I Thirst for you in scripture (20 minutes of catechesis)
- Christmas gifts ... handing out a book on Epiphany; book intended to deepen spirituality; intended to be used in Lent
- Liturgical changes; continuing to work out the details of a few items; discussion of reverence regarding the precious Blood; Once details are worked out, new guidelines will be instituted
- Together We Grow; Fr. updated PC on final draft of schematic design
- January 2020 – open house weekend will give Parishioners a look at the final plans
- Artistic renderings to come; 3D model done virtually
- Money from TWG goes through Archdiocese – Catholic Community Foundation – St. Max receives 100% from now forward

➤ **Reflections/Closing Prayer**