

St. Maximilian Kolbe Pastoral Council Meeting

August Minutes

August 5, 2020 – 7:00-8:50PM

Virtual Meeting with Zoom; Fr. Jim/meeting organizer

Pastoral Council Members Present:

Dennis Blake
Adam Gecewich
Rich Inman
Daren Keenan – Vice Chair

Cathy Marksteiner
Chuck Michael
Ellen Paxton – Chair
Kathie Grace Roberts

Lisa Schafer
Rose Wiedenmann

Pastoral Council Members Absent: John Prince

Notable Others:

Fr. Jim Riehle – Pastor
Parish Staff Representative – Mary Ella Wielgos
Evangelization and Catechesis Commission – Andrew Tebbe
Outreach Commission – Shari Skorcz
Parish Life and Stewardship Commission – Tony Ferraro
Worship and Sacraments Commission – Yuki Lauber
Finance Council – Keith Gehring
Recording Secretary – Dena Moulton

➤ **Opening Prayer / Mission Statement** (PC is praying for Outreach Commission in August)

Since there will be no commissioning at Mass this August for PC, Fr. Jim opened this meeting with a blessing for PC for this year

➤ **Introductions and Welcome** – (Ellen Paxton)

➤ **Pastor's Report** – (Fr. Jim)

- ✓ Staff reviews completed – Staff meet with Fr. Jim formally once a year; Pastoral Associates meet with their staff once a year, as well
- ✓ By-laws – working with Dena; by September meeting hope to have new by-laws available to PC
- ✓ Finance Council working on their by-laws
- ✓ Landscaping in front of Church; Concrete pad will be for outdoor nativity set; free to parish; provided for by donations
- ✓ Fr. Simon Peter – applied for interview to come back to the United States; Sept 8 is scheduled date to interview; process is taking a long time; please pray for Fr. Simon Peter
- ✓ St. Gabriel school – team of parents and principal working on reopening; reopening plan is forthcoming; Our Catholic schools need to be able to reopen; Their viability depends on this; please pray for our Catholic Schools
- ✓ Save the Festival drive in movie night Sept 12; Working on fun and safe activities; Starts at 6pm; Movie starts at 8pm
- ✓ Staff: Glenn Gigandet stepped down; Need to hire new Pastoral Associate for Evangelization and Catechesis; Job has been posted

- ✓ Hiring: Director of Music – this is a full-time position; Mary Ella – Worship and Sacraments; Holly – Assistant Liturgy and Music Minister; Mary Ella and Holly have been filling in for this position, but a new hire is needed; Job has been posted
- ✓ August 15 is the deadline for resume submissions; Over 20 resumes already in hand for these two positions
- ✓ Fr. Jim has asked his staff to think creatively as we need to deal with this pandemic as it is; we need to continue to grow in our faith; For example, the RFY program – Both at home and some in person offerings; needs are being met while keeping families safe; coming together when possible; We are living in a ‘cancel culture’; However, our community has not been cancelled. How do we build and maintain our parish community?; PC is also asked to think creatively.
- ✓ New initiative at Friday Masses by Fr. Jim – focus is on the Mass, a step by step, walk through the Mass; 40 more weeks of teachings; We are currently on week 7; Please join on Friday’s or listen to the archived homilies.
- ✓ Parish applied for and received Cares Act money (\$215,000) due to the Coronavirus. All money is eligible to be converted from a loan to a grant.
- ✓ Covid19 Mass attendance capacity is about 500 in the Church; Only 1 Mass has exceeded 500; overflow space is in the gym
- ✓ Streamspot attendance – we don’t know how many people are watching from each house
- ✓ Facilities staff wipe down pews after each Mass

➤ **Lightning Round**

- ❖ **Together We Grow update** (Fr. Jim)
 - Parishioners continue to fulfill their pledges
 - There are no remaining payments due to the Archdiocese
 - Total revised estimated project cost including furnishings in the amount of \$58,412 is \$2,175,797
- ❖ **Listening Sessions? What are our options?** (Ellen for Rich Inman)
 - Listening sessions, as done in the past when PC members stood in the gathering space on designated weekends, aren’t feasible now with Coronavirus restrictions
 - Four suggestions from Rich:
 1. Do same, with social distancing guidelines; Multiple tape marks on the floor for social distancing and multiple ‘listeners’
 2. Google voice number we all get to receive and have parishioner’s call in with comments or questions and whoever is available answers
 3. Cards in pews asking for call backs to provide feedback with us returning their calls (plus a link on website for the same) Fr. Jim says nothing goes in pews at this point; no common pencils, etc
 4. Make random calls and or send random postcards each month to solicit feedback
 - Thoughts from PC members: offer comment card on website – asking for a PC member to call back; put it in the bulletin; a lot of items revolve around the liturgy; comments in past were sent to party that could answer questions; Listening sessions will need a new leader when Rich steps down at the end of this year; PC does have an email address
- ❖ **Adoration signups** (Cathy Marksteiner)
 - Saturday 1-2PM; Sign up genius; Cathy will send a link to everyone on PC; please sign up; if a new PC person wants to take this task on (being in charge of these signups), please let Cathy know

❖ **MAP update / status – next steps** (Ellen Paxton)

- Ministry Annual Planning documents; plan for the year; Summer project didn't get done unfortunately; This is an opportunity to review from external point of view; Ellen is working to divide up 4-6 documents per PC member

❖ **New business**

- Dan Suer – Twinning – Dan would like a member of PC to be a liaison and to be actively involved as a representative; please let Ellen and/or Dan know if you are interested in this opportunity to serve
- Betty Ann Quinn needs to be replaced as a PC member– she was in charge of the discernment process for all councils and commissions; Framework is very well established for the discernment process. This is another opportunity to serve

➤ **Committee Updates**

❖ **Campus Safety Subcommittee** (Cathy Marksteiner)

- No report this month

➤ Council/Commission Updates

▪ Finance Council – (Keith Gehring)

Financial Report Fiscal Year-To-Date as of June 30, 2020

	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) \$ Variance</u>	<u>Favorable (Unfavorable) % Variance</u>
Total Income	<u>\$2,437,127</u>	<u>\$2,388,760</u>	<u>\$48,367</u>	2.0
Total Expenses:				
General & Administrative	1,618,944	1,665,965	47,021	2.8
Ministry & Liturgy	51,615	83,725	32,110	38.4
Religious Formation	54,921	120,190	65,269	54.3
Outreach	14,764	26,850	12,086	45.0
Facilities	348,357	335,930	(12,427)	(3.7)
Fundraising	45,128	58,900	13,772	23.4
Capital	9,983	10,400	417	4.0
Total	<u>2,143,712</u>	<u>2,301,960</u>	<u>158,248</u>	6.9
Net Income	\$293,415	\$86,800	\$206,615	

Note: Sunday Collections of \$1,898,978 are **under budget** by \$89,022.

Finance Council Areas of Focus and Reporting for FY 2020

- Monitor and report ongoing results of *Together We Grow* campaign.
 - We currently have \$596,179 in available funds for the project. \$579,314 is invested in an AOC note currently earning 1.6% interest. The remaining \$16,865 is invested in accounts 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 \$3,474,469; \$2,632,786 (76%) collected as of 5-31-2020.
 - Architect estimated design fees are \$150,000. Boring samples were done on September 25; \$4,000 was paid in December 2019. Architect fees (per contract) of \$45,935 were paid in FY 2020. The Schematic Design phase of the project is completed.
- Balance of the Contingency Fund as of June 30 is \$111,800.
- 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 June 30, \$130,434 has been collected for the roof replacement. \$120,000 is invested in an AOC note currently earning 1.6% interest. The remaining \$10,434 is invested in a PNC account.
- The Fiscal Year 2019/2020 Budget reflects Revenue in excess of Expenses in the amount of \$86,800.

- **Worship and Sacraments Commission**– (Yuki Lauber)
 - No report this month
- **Outreach Commission** – (Shari Skorcz)
 - Approval was given for Outreach Allocation Committee to allocate funds to the following:
 - \$5625 Notre Dame Tabernacle Society (Mass kits for international clerics)
 - \$4000 Reach Out Lakota
 - \$2723 Family Promise (replacement of mattresses)
 - \$2500 Beyond Relief (support households of 12 Haitian Orphans)
 - \$551.50 Big Brothers Big Sisters
 - Faith Alliance has several summer initiatives that St. Max participates in:
 - Summer Lunch Program
 - Summer Literacy Program
 - ESL Program
 - Backpack Ministry

These initiatives look different this year, but they are still active
- **Parish Life and Stewardship Commission** – (Tony Ferraro)
 - No report this month
- **Evangelization and Catechesis Commission** – (Andrew Tebbe)
 - No report this month

➤ **Closing Prayer**