

## St. Maximilian Kolbe Pastoral Council Meeting

## February Minutes

February 5, 2020 – 7:00-9:00PM

### Pastoral Council Members Present:

Tom Collins  
Rich Inman  
Daren Keenan

Cathy Marksteiner  
Ellen Paxton – Vice Chair  
Jerry Pater

Betty Ann Quinn  
Tim Wurth – Chair

**Pastoral Council Members Absent, Chris Palac**

### Notable Others:

Fr. Jim Riehle – Pastor  
Evangelization and Catechesis Commission – Andrew Tebbe  
Outreach Commission – Maureen Savage  
Parish Life and Stewardship Commission – Tony Ferraro  
Worship and Sacraments Commission – Rick Volk  
Finance Council – No representative present  
Parish Staff Representative – Glenn Gigandet  
Recording Secretary – Dena Moulton

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

### ➤ **Lightning Round**

- Station of the Cross (PC will lead on February 28<sup>th</sup>)
- Approved fundraising request by Youth Ministry (flower sale) voted via email
- New fundraising request for Handbells choir – bake sale at Fish Fry; approved via consensus
- Discernment - Needs: Finance (1), Worship and Sacraments (4), Outreach (4), Parish Life and Stewardship (4), Evangelization and Catechesis (3), Pastoral Council (7)
- Listening (review of parishioner comments and any actionable items)
- MAP (brief discussion on expectations, responsibilities, etc.) Some ministries have begun process; Pastoral Associates over each quadrant are overseeing; Long range planning process was initial desire of MAP process; When collected, PC can review results for oversight if desired
- Together We Grow; Every 6 months, a check is received from Catholic Community Foundation. 12.31.2019 Check received for \$234,000; Total now greater than \$600,000; All money going to the Foundation is returned to St. Max; The Archdiocese receives nothing from this money. To break ground 50% of budget needed; Projection currently \$3,000,000. Energy needs to be brought back to this project to move forward.
- Raise the Roof raffle currently at \$34,000; tickets will be available at Fat Tuesday event

## ➤ Council/Commission Updates

### ▪ Finance Council – (Rich Carmel)

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

	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) \$ Variance</u>	<u>Favorable (Unfavorable) % Variance</u>
<b>Total Income</b>	<u>\$1,100,081</u>	<u>\$1,141,153</u>	<u>(\$41,072)</u>	(3.6)
<b>Total Expenses:</b>				
General & Administrative	777,895	727,160	(50,735)	(7.0)
Ministry & Liturgy	38,171	37,358	(813)	(2.2)
Religious Formation	39,805	59,955	20,150	33.6
Outreach	8,289	13,425	5,136	38.3
Facilities	203,391	197,709	(5,682)	(2.9)
Fundraising	31,604	11,560	(20,044)	(173.4)
Capital	7,338	7,500	162	2.2
<b>Total</b>	<u>1,106,492</u>	<u>1,054,667</u>	<u>(51,825)</u>	(4.9)
<b>Net Income</b>	(\$6,411)	\$86,486	(\$92,897)	

**Note:** Sunday Collections of \$923,072 are **under budget** by \$62,928.

#### Finance Council Areas of Focus and Reporting for FY 2020

- Monitor and report ongoing results of *Together We Grow* campaign.
  - We currently have \$399,944 in available funds for the project. \$353,944 is invested in an AOC CD, currently earning 2.3% interest. The remaining \$46,000 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 \$3,441,468; \$2,444,032 (71%) collected as of 11-30-19.
  - Architect estimated design fees are \$150,000. Boring samples were done on September 25; \$4,000 was paid in December 2019.
- Balance of the Contingency Fund as of December 31 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 December 31, \$54,104 has been collected for the roof replacement. We raised \$2,955 from 17 donors on Giving Tuesday for the roof. This money is not assessed by the archdiocese. A Raise the Roof Raffle will be held in January/February.
- The Fiscal Year 2019/2020 Budget reflects Revenue in excess of Expenses in the amount of \$86,800.

- **Worship and Sacraments Commission** – (Rick Volk)
  - EMHC Coordinators restructuring training
  - Procedures updated and implemented at Masses on January 18 and 19
  - Baptisms 1<sup>st</sup> and 3<sup>rd</sup> Sunday of every month. Other times under special circumstances
  - Preparation for Fall Sacramental Prep and celebrations started. 35 FC/FP and 90 Confirmandi
  - First Friday Exposition began January
  - Monthly attendance reporting begins in January
  - New Art & Environment coordinators – Stephanie Houlding and Katie Keenan
  - Working on what to put in Redbooks when they are replaced
  - Sick list on bulletin board
  - Anniversary blessings every 5 years
  - Met with ministry leaders in WSC quadrant to review MAP Worksheets and assess needs. All ministries can use more help
  
- **Outreach Commission** – (Maureen Savage)
  - We received a presentation from Marlene Doughman about the Parish Lenten Ox Plow project. We are very supportive and excited about helping this campaign. Outreach members will help pass out flyers after masses and notify Faith Alliance of our project.
  - We are assembling an “Outreach by the Numbers 2019” document. It was an amazing year, but still so many unmet needs within our community. That said, we are really proud of all of our ministries and the generosity of our parish in responding to God’s call to care for all those in our world, near and far.
  - We discussed discernment. Outreach will need four new members next year. Greg Ehlert will give the witness at 10:00 AM mass on 3/8/2020.
  - Faith Alliance has requested a meeting with the pastor, Fr. Riehle and the Faith Alliance Rep, Alicia Stollenwerk. Faith Alliance has submitted a request for funding to the Outreach Allocation Committee and requested participation their programs. These include the summer school lunch program and the backpack program. They also requested participation in local feed the hungry programs (weekly M and T @ West Chester Presbyterian and Faith United Methodist) and their March 1<sup>st</sup> canned food drive. Outreach commission is suggesting that St. Max’s participation in the March 1<sup>st</sup> food drive is honored by a large effort by our Lunch for the Homeless ministry in February. Further, we recommend remaining faithful to the parish pledge to focus the entirety of Lent on the Ox Plow Project.
  - Outreach commission members and their families attended mass at St. Leo the Great on 1/12/19 and will again on 2/9/19 at 10:30 AM to begin building a relationship with their parish. Outreach Commission members will serve in the St. Leo food pantry as a group 2/12/19 from 12:00 – 4:30 pm. It’s a beautiful faith community that we hope to build a stronger relationship with in the future.
  - The commission planned for the ministry meeting on February 19<sup>th</sup>, 2020. We will be discussing Just Try It, Mini-ministry Fairs, discerning ministry leaders to be on the commission, reviewing ‘2019 by the numbers,’ and performing a networking activity among similar ministries to leverage efforts.
  - Lunch for the Homeless has experience the bountiful gifts of God with many opportunities to serve. Recently, they have been asked to meet with the Sisters of Notre Dame as a model for another duplicate ministry run by the Sisters. Further, they have been invited to prepare 600 lunches for distribution at Shared Harvest Food Bank in Fairfield. The food for those 600 will come from Shared Harvest.

- Ministry Happenings: St Vincent de Paul donated \$41,455; helped 317 neighbors, drove >5500 miles, and volunteered 1294 hours of service with only 16 members! What a beautiful ministry, imagine what a few more volunteers could accomplish!

- **Parish Life & Stewardship Commission** – (Tony Ferraro)

- Creating a signature event for 2021 – involve other groups ... Epiphany 2021

- **Evangelization & Catechesis Commission** – (Andrew Tebbe / Glenn Gigandet)

- Focusing on being present to hands on ministries; They don't need a lot of assistance; talking with them person to person; making sure the ministries are positive
- Working to increase men's ministries; men's retreat, etc.
- Alpha working well; conversions happening
- Dinner/Social; different ministries came together; networking and meeting people took place; invited commission members; 30 people attended the January 30 event – invitation sent out in November; This was a pilot event

➤ **Discussion, Pastoral Council – what is our purpose**

- Tonight, serves as Step 1 of this process, a starting point
- Roles, Responsibility and Moving forward
- PC was asked to read pages 2-16, 36-37 from "Called to be a Church: A Guide for Parish Pastoral Councils"
- Fr. Jim is asking PC to reflect on the following questions: (The first two this evening)
  - ❖ Why did Christ give the Church to us? Salvation; we need structure and community
  - ❖ How does a parish fit into that mission?
  - ❖ How does/has/should St. Max respond(ed) to that mission? How has it failed/fallen short?
  - ❖ How does Pastoral Council serve that mission?
  - ❖ Parish Pastoral Planning: "Pastoral planning focuses on those things that pertain to a pastor's care for parishioners ... visioning the kind of parish that best serves the need of its members, as well as the larger community."
  - ❖ What are those needs? Priority/hierarchy of needs?
- Current Mission Statement: Saint Maximilian Kolbe parish is a Roman Catholic Christian community, which unselfishly ministers to all people through hospitality, prayer, formation, and service. Eucharist-centered and led by the Holy Spirit, we strive to be grateful stewards of all God's gifts.
- General comments: Doing the work of Christ should be first and foremost; The Eucharist is more important than hospitality; The Church is Christ's bride not an institution
- Question – Are we calling people to discipleship, are we calling people to say yes in their personal lives to Christ?
- PC Planning – Focus must be on Christ and must bear fruit in the parish
- Fr. Ethan Moore (I Thirst talk on St. Max website), oversimplified mission statement: Love the Lord in the Eucharist, Love Our Lady, Love the Poor
- 'Homework' before next meeting: Re-read previous assigned material with lens of the mission of Christ; Read Pastoral Council By-laws (handed out by Fr. Jim); Read the beginning of 'The Path' found on the St. Max website

➤ **Closing Prayer**