

St. Maximilian Kolbe Pastoral Council Meeting

September Minutes

September 2, 2020 – 7:00-8:45PM

In Person, Large Conference Room

Virtual option available with Zoom

Pastoral Council Members Present

Dennis Blake

Adam Gecewich

Daren Keenan – Vice Chair

Cathy Marksteiner (Zoom)

Chuck Michael

Ellen Paxton – Chair

John Prince

Kathie Grace Roberts

Lisa Schafer (Zoom)

Rose Wiedenmann

Pastoral Council Members Absent: Rich Inman

Notable Others:

Fr. Jim Riehle – Pastor

Parish Staff Representative – Sarah Merkel (Zoom)

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 (Zoom)

- **Opening Prayer / Mission Statement** (PC is praying for Parish Life and Stewardship in September)
- **Welcome** – (Ellen Paxton, PC Chair)
- **Pastor's Report** – (Fr. Jim)
 - ✓ PC Nametags – please wear them at listening sessions and other parish community events
 - ✓ PC Zoom meeting of this size last month was difficult to manage; We have offered an in person meeting this month with Zoom as an option as members feel comfortable
 - ✓ Two job openings currently at St. Max
 1. Pastoral Associate for Evangelization and Catechesis; job posting phase done – 25 resumes received with interviews soon
 2. Director of Music; Mary Ella will remain as Pastoral Associate for Worship and Sacraments; Holly Saddler will continue part time as Assistant Liturgy and Music Minister Committee is currently interviewing; 2-hour process for each interview; hoping to have this position filled soon
 - ✓ Sept 5th, our yearlong 'I Thirst for You' parish theme ends; Sept 5th is the feast day of St. Teresa of Calcutta; Parish bulletin will recap the events of the year
 - ✓ Sept 12th, 'Save the Festival Drive In' Movie night; Taking into consideration everyone's concerns with Covid19, a simple family evening is being offered; 4 booths of games, the Mobile Cone, bring your own food or preorder individually boxed meals; 50 baskets, grand raffle; The committee has been working hard - just holding this event is a success!
 - ✓ Fr. Simon Peter – Originally scheduled for interview to renew his VISA on Sept 8th. He needs to renew his VISA in Uganda to return – He was recently informed that all VISA interviews have been

cancelled globally; He misses St. Max and wants to return as soon as possible; Senator Portman's office has been contacted for assistance; Fr. Simon Peter is only able to celebrate Mass privately in Uganda; The people of Uganda suffer as the government doesn't provide any help and access to food is difficult

- ✓ We are deeply grateful to Fr. Ron for all his help and extra time spent assisting Fr. Jim and ministering to the people of St. Max during Fr. Simon Peter's absence. **Thank you, Fr. Ron**

➤ **Lightning Round**

- ❖ **Together We Grow update** (Fr. Jim)
 - People continue to pay their pledges
 - In the future, Fr. Jim would like to meet with significant financial supporters of the campaign (a town hall type event); a chance to see where we are and where we need to go; a significant deficit \$600,000+ exists; we need more money; Fr. would like to bring the full picture to biggest supporters and move forward with the process
 - Pledge campaign started in 2016 and was a 5-year commitment; 50% of budget for project must be cash in hand before breaking any ground; we have not yet hit that mark
- ❖ **Twinning Liaison** (Dennis Blake)
 - Several people from PC offered to be twinning liaison and we thank you all for considering this position
 - Ox plow, 30 more will soon be purchased
 - Pen pal letters in Uganda were distributed
 - Golf outing to support the twinning ministry will be held on Sept 11; Registration almost full
 - Dan Suer received an email from Fr. Simon Peter; Fr. would like to dig well and needs \$1200; This may be an Advent project for St. Max
- ❖ **Adoration signups** (Cathy Marksteiner);
 - Cathy will continue to facilitate this year
 - Our PC commitment is every Sat 1-2 PM; Cathy sent a link out to everyone to sign up for a time slot; many open and vacant spots available
 - Cathy will resend out the link and encourages all PC members to participate
- ❖ **Two-year terms** – thank you John Prince and Chuck Michael for choosing this option
- ❖ **MAP Update/status – next steps** (Ellen Paxton)
 - Work in process – no progress to share currently
- ❖ **Updated By-laws Distribution** (Fr. Jim)
 - Distribution of draft By-laws (digitally)
 - Only PC is responsible for reviewing; commissions can look for accuracy from their perspective
 - In October, come prepared to share and discuss; Sarah will update material relating to the discernment process

❖ **New business**

- Pew Sanitation; please be willing to sign up – 10 minutes after Mass is the length of the commitment; Lakme sends out a signup sheet; Staff needs our assistance (they have been filling this role since we returned to public Masses); Not enough people have been volunteering; Please help!
- Formation aspect of our meetings – all councils and commissions will view a video series (20 – 30 minutes per episode); The Search – 7 episodes for streaming on FORMED, hosted by Chris Stefanick, explores the deepest questions of the human heart; This is potentially something for the whole Parish; Fr. will send an email regarding this series; Members will watch the video prior to our meeting and a discuss can take place at the meeting; This will start in October.
- Lay leadership evening of reflection; all councils and commissions and spouses; Sept 19 after 4:30 Mass, Dinner in gym where there is plenty of room for social distancing; Fr. Salinas, current chaplain at Royalmont Academy will give a talk entitled 'With God all things are possible'; Talk will be in Church and can be streamed from there; Sept 15 is deadline for signing up

➤ **Committee Updates**

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

- Cathy gave a review of the activities of this subcommittee to the new PC members and Commission representatives
- Next month Cathy will update on new developments

➤ Council/Commission Updates

▪ Finance Council – (Keith Gehring)

Financial Report Fiscal Year-To-Date as of July 31, 2020

	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) \$ Variance</u>	<u>Favorable Unfavorable) %</u>
<u>Variance</u>				
Total Income	<u>\$178,866</u>	<u>\$115,802</u>	<u>\$63,064</u>	54.5
Total Expenses:				
General & Administrative	124,247	128506	4,258	3.3
Ministry & Liturgy	2,334	5,387	3,053	56.7
Religious Formation	4,871	8,237	3,366	40.9
Outreach	325	1,679	1,354	80.6
Facilities	15,946	24,011	8,064	33.6
Fundraising	9,727	250	(9,477)	(3,790.9)
Capital	85	546	460	84.3
Total	<u>157,536</u>	<u>168,615</u>	<u>11,079</u>	6.6
Net Income	\$21,330	\$(52,813)	\$74,143	

Note: Sunday Collections of \$137,288 are over budget by \$30,404.

The Fiscal Year 2020/2021 Budget reflects Revenue in excess of Expenses in the amount of \$22K. Income Budget of \$2.180M and Expense Budget of \$2.158M.

Finance Council Areas of Focus and Reporting for FY 2021

- Monitor and report ongoing results of *Together We Grow* campaign.
 - We currently have \$598,179 in available funds for the project. \$579,314 is invested in an AOC note currently earning 1.6% interest. The remaining \$18,865 is invested in accounts at PNC Bank to be used for immediate needs.
 - Pledges total \$3,471,219; \$2,672,352 (77%) collected as of 6-30-2020.
 - Expecting \$182,335 to be disbursed to us from AOC (disbursed semi-annually).
 - The Schematic Design phase of the project is completed. Next step is design development and construction documents.
- 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.
 - Bid received in February 2020 had a quote of \$1,005,550.
 - As of July 31, \$131,994 has been collected for the roof replacement. \$120,000 is invested in an AOC note currently earning 1.6% interest. The remaining \$11,994 is invested in a PNC account.
- Balance of the Contingency Fund as of July 31 is \$111,800.

➤ **Worship and Sacraments Commission**– (Yuki Lauber)

A. Staff Report

- a. Liturgical Ministry updates
 - 10 new communion bowls were purchased.
 - Accompanied music will be restored for weekday elevated feasts beginning September in order to fully celebrated and support our parish's liturgical life.
 - Fr. Jim has started a series at Friday 8:30am Masses on the Mass. He will walk through the Mass from the beginning, taking time to dive more deeply into the meaning and text behind each part. Check stream spot for missed ones.
- b. Sacramental Celebrations
 - Baptism continue: Baptism have been every Sunday. The schedule has been full every weekend, and full through the beginning of October.
 - First Communion for the fall is planned to take place over 3 weekends, starting November 15th.
 - Children's Initiation: (First Communion & Confirmation) Over 120 families have been scheduled to attend preparation meeting.
 - Preparation for First Penance, First Communion, and Confirmation will be virtual this fall.
- c. Music Ministry
 - Received 16 applications for the Director of Music Position. A hiring team has been formed and will be interviewing/ auditioning 3-4 the strongest candidates late August, early September.
 - Music program will continue so that the volunteer stays together. 20 children are sign up for CC. Adults are ready to get back together again as well.
 - Cherub Choir rehearsals will start September 9th. 10 are signed up for now. They will spend time on learning with music-related activities.
 - The MM continues with cantor and accompanist for now.
- d. RCIA
 - The team is working to schedule the first Rite of Welcome for 6 people (2 adults, 2 teens, and 2 children). More may join later. Due to the shut-down, some have not come back.
 - The team is working to change the RCIA meeting to the same night as Inquiry to support the needs better.
- e. Other
 - As of August 13th, 94 volunteers chose to not serve the entire next schedule (Sept-Nov). 6 asked to be made inactive for now and 5 asked to be removed from the EM roster.

B. Stream Mass

- a. Talked about some suggestions for Stream Masses so that the Parishioners watching from home would feel more united and to be included.
 - Screen sizes/zoom: changing the zoom depending on the Mass. i.e. regular Mass – Zoomed, First Communion Mass –Wider view so that the viewer can see the First Communicant receiving First Communion.
 - Sound: It is hard to hear some prayers, or words during the Mass through the microphone. Asking Fr. try not to turn off the microphone during the prayer.

➤ **Outreach Commission** – (Shari Skorcz)

- Faith Alliance – Faith Alliance coordinated and implemented several summer programs for families in the community. Many adjustments had to be made; however, the programs were quite successful, and many families were served.
- Outreach Allocation Committee – The next application deadline for submission of funds is Sept. 30. The applications will be reviewed on Oct. 15 and decisions on distribution of funds will be Oct. 31.
- Advocate/Liaison for each of the Outreach Ministries was identified and they will contact their ministry leads to get updates and offer support. Each month we will give focused attention to 2 of the ministries through prayer and discussion.
- Outreach Commission will engage in the IVoteCatholic initiative beginning Sept. 13 and lasting through the election to explore Catholic Church teaching on issues related to life and human dignity and the consistent ethic of life. The hope is to create a safe environment in which to further develop a well-formed conscience amidst these difficult times.

➤ **Parish Life and Stewardship Commission** – (Tony Ferraro)

- Ministries in the Parish Life and Stewardship commission were assigned to members
- Discussed the Faith Stones display that is out in front of the church. Three choices were given for what should be inscribed on the plaque at the top of the display
- Three new members have joined this commission

➤ **Evangelization and Catechesis Commission** – (Andrew Tebbe)

- No report this month

➤ **Closing Prayer**