

St. Maximilian Kolbe Pastoral Council Meeting

Large Conference Room

May Minutes

May 5, 2021 – 7:05-8:40PM

Pastoral Council Members Present

Dennis Blake

Adam Gecewich

Daren Keenan – New Chair

Cathy Marksteiner

Chuck Michael

Ellen Paxton (via zoom)

John Prince

Kathie Grace Roberts

Lisa Schafer

Pastoral Council Members Absent

Rich Inman, Rose Wiedenmann

Notable Others:

Fr. Jim Riehle – Pastor

Staff – Ruth Trentman

Evangelization and Catechesis Commission – Andrew Tebbe

Outreach Commission – Maureen Savage

Parish Life and Stewardship Commission – Tony Ferraro

Worship and Sacraments Commission – Yuki Lauber – absent

Finance Council – Keith Gehring

Recording Secretary – Dena Moulton

➤ Opening Prayer / Mission Statement

- **Formation** – In what ways can the Parish use ‘The Search’ video series with the Parish – please give thought to this and we will discuss in June

➤ Pastor’s Report – (Fr. Jim)

- ✓ RFY – evaluating next year’s plans; next year will be a hybrid of some sort, with both home and in-person activities
- ✓ Event in early May focused on the Rosary (Luminous mysteries) and the Holy Family, target audience was RFY families; unfortunately, few people attended
- ✓ St. Joseph Holy Hour - Every 2nd Thursday of the month there is a special reflection on the life and example of St. Joseph, beginning at 6:00pm with Adoration and Benediction
- ✓ Come and See, My First Church Tour – offered on May 26, 28 and 29; children 5 years old and under and their families are invited; they were all mailed a book ‘My First Church Tour’ and an invitation to attend event
- ✓ June summer school, focus on knowledge of faith, look for details in upcoming bulletins
- ✓ July, evening talk on social sin and social justice
- ✓ August, ‘panel’ on pornography; give parents knowledge and tools to help
- ✓ The Pilgrim statue of Our Lady of Fatima will be at St Max on Sunday, June 6
- ✓ Ice Cream social, June 13
- ✓ Trivia night, June 26
- ✓ Angels on Altar on either side of the Tabernacle were donated by Children of Mary along with the Tabernacle; They were repaired before their placement

➤ Lightning Round

❖ Together We Grow update (Fr. Jim)

- Two weeks ago – Fr. updated at Masses TWG information; pledge cards and prayer cards available; \$132K pledged in two weeks

- ❖ **Adoration sign-ups** (Kathie Roberts)
 - Please sign up – on sign up Genius
- ❖ **Discernment** (Rose Wiedenmann and Lisa Schafer)
 - Finance Council – 0 positions open
 - Pastoral Council – 4 positions open; 4 yes
 - Outreach Commission - 8 positions open; 3 yes; one maybe
 - Worship and Sacraments Commission – 6 positions open; 3 yes; 2 maybe
 - Parish Life and Stewardship - 5 positions open; 3 yes
 - Evangelization & Catechesis - 6 or 7 positions open; Unique group, mostly filled by staff
 - Lisa will wrap up spreadsheet
 - Commission representatives will contact new members; Names will be drawn on May 23rd if necessary. Names will be announced in bulletin
- ❖ **New Business**
 - Discussion on Application for New Ministry Process
Example, New Application in the E & C quadrant; Aquinas Club; 12-week program based upon videos. This has sparked confusion about application process - old process is in place from 2012; Fr. will continue to reconsider the old application process and will bring to PC for consideration. In 2012 we did not have Commissions and so PC was required to have a larger role in this process. Question for consideration – is it still necessary for PC to have a role in this process or should applications be presented to Fr. and then to the Pastoral Associate for applicable commission.
 - This leads to a much broader discussion of what the PC role is; PC role has been diminished from the past as Commissions now exist and do the work that PC did in the past; What is the function of PC?
- ❖ **Basket for Festival update – Daren will coordinate a collection**
 - Donate cash or check – make out to St. Max
- ❖ **Listening Sessions (Chuck/Rich)**
 - Nothing to report; in June discuss when will we restart the listening sessions
- ❖ **MAP Process (Daren/Ellen)**
 - Fr. with talk with Pastoral Associates

➤ Council/Commission Updates

➤ Finance Council – (Keith Gehring)

Financial Report Fiscal Year-To-Date as of March 31, 2021

	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) \$ Variance</u>	<u>Favorable (Unfavorable) % Variance</u>
Total Income	<u>\$1,772,940</u>	<u>\$1,605,565</u>	<u>\$167,395</u>	10.4
Total Expenses:				
General & Administrative	1,104,470	1,200,096	95,626	7.8
Ministry & Liturgy	36,464	55,984	19,520	34.9
Religious Formation	29,947	83,690	53,743	64.22
Outreach	10,242	15,113	4,871	32.23
Facilities	211,938	229,401	17,462	7.6
Fundraising	36,638	35,050	(1,588)	(4.5)
Capital	14,718	4,913	(9,806)	(199.6)
Total	<u>1,444,417</u>	<u>1,624,246</u>	<u>179,829</u>	11.1
Net Income	\$328,523	\$(18,651)	\$347,204	

Note: Sunday Collections of \$1,354,297 are over budget by \$90,072. 53.4% via Faith Direct.

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 \$1,015,877 in available funds for the project. \$944,512 is invested in an AOC note currently earning 1.6% interest. The remaining \$71,365 is invested in accounts at PNC Bank to be used for immediate needs. Archdiocese holding \$57K (and growing) until next release.
 - Pledges total \$3,411,452; \$2,898,773 (85%) collected as of 2-28-2021.
 - The Schematic Design phase of the project is completed. We are currently in the design development phase. The next step is construction documents.
 - Balance of the Contingency Fund as of March 31 is \$112,011.
 - Porter Center Flat Roof contract (\$116K) is signed and being actively worked.
 - Fire Panel contract is approved. Install should happen within the next 30 days or so.

- **Worship and Sacraments Commission**– (Yuki Lauber)
 - Music Ministry
 - Mary Ella will help for now to fill Holly’s spot.

- **Outreach Commission** – (Maureen Savage)
 - **Updates:**
 - Bereavement – Vision to create a greater ministry of presence by parishioners at funerals: to comfort, to lift up, and to pray for those grieving. How can we help make this happen?
 - “ECHO” (Evangelization, Catechesis, and Outreach) – Early effort underway to work collectively across disciplines to engage more parishioners in service. Three events are currently planned for the summer. These include Reach Out Lakota, St. Leo’s Food Pantry, and Matthew 25 Ministries. Conversations occurring on how to use the Parish Mission in the fall as a springboard for greater involvement across the parish and in particular, among our young people.
 - Outreach Video Monitor – We can make better use of this monitor by using photos of outreach activities rather than verbiage scrolling on the screen
 - **Brainstorm Ideas to Acknowledge the work of outreach ministries (2020-21)**
 - Funeral Luncheon Ministry – dedicated prayer time in Chapel
 - Bereavement Ministry – dedicated prayer time in the Chapel
 - Pastoral Care for the Sick – dedicated prayer time in the Chapel
 - Respect Life – attend a meeting and bring cookies
 - Twinning – attend a meeting and bring cookies
 - Society of St. Vincent de Paul – attend a meeting and bring cookies

- **Parish Life and Stewardship Commission** – (Tony Ferraro)
 - Fr. Jim visited to discuss the role of PL&S in relation to gifts, time and talent. The focal question was how much should PL&S emphasize the "gifts" portion, more specifically monetary donations. The Finance Council is considering creating a sub-committee for this purpose. Most of the members of PL&S felt that by getting parishioners involved in activities first, then the donations will follow. PL&S is concerned that if you ask for donations at each event, people will not participate.

- Upcoming Events
5/15, 5/22, 6/12 - Welcome Dinner and tours
6/13: 6-8 PM - Ice Cream Social

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

- This Commission met for first time in a year discussing vision for the commission and discernment on how to handle unique character of the commission

➤ **Committee Updates**

❖ **Twining Liaison** (Dennis Blake)

- Twining finances balance 4/20/2021 \$7751.26
Motion to send monies for the solar lab. All were in agreement.
- We have about 7 new Catechists who need pen pals.
- Some people are not getting letters from their Catechist. Dan will ask Fr. Henri about this.
- Bibles for Catechists - Delivered

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

This committee has been turned over to Larry Witsken (Facilities Management and Maintenance)

➤ **Discussion**

Budget Review for FY22: Finance Council

PC will vote on budget in June

May 19th is the deadline for submitting questions for clarification; Daren will send email reminder to PC members

➤ **Closing Prayer**