

St. Peter Claver Parish Council

Meeting Minutes – February 22, 2010

Call to Order by Diane Wilcenski at 6:30 pm

Opening Prayer: Barb Caan

Reading of Mission Statement

Roll Call: Deacon Mike Burch, Jim Bahar, Sr. Marilyn Brodd, Nancy Buss, Barbara Caan, Jo Anne Hayon, John Kittelson, Mary Murphy, Joanne Richter, Marilyn Risberg, Ken Ristow, Mike Swigert, Diane Wilcenski, Vue Yang

Not Present: Jeffrey Freye, Tim George and Bill Portz

Approval of January council minutes – approved by consensus

Approval of Agenda – approved by consensus

Announcement/Discussion Items:

Faith in Our Future update – We received a report from the Archdiocese and, for the most part, everyone is keeping up with their donations.

Building Project update – Deacon Mike put together an outline to dates and projects that need to be completed to break ground April 25, 2011 with occupancy projected to be December of 2011.

CCA update – CCA Finance Committee cancelled the meeting with the finance trustees from the three parishes.

Volunteer Coffee & Donuts – Thanks to all who donated baked goods. There wasn't much left over. Approximately 80 people attended. We discussed comments and reactions from parishioners and Council.

Tri-Parish Council / Staff Retreat – We have the number attending from our Council. We need to get the numbers from IC and SSCM. Diane and Nancy will get the refreshments needed and we will figure the cost afterwards. Nancy will also decide on the layout of the room.

Parish Retreat – Planning Team is set to go. Twenty-five participants signed up, plus the team for a total of 43 individuals.

March Council Meeting – Due to Lent, the March Council meeting is cancelled.

Tri-Parish Mission Statement – It was suggested avoiding terms like “three” entities in the Mission Statement. It was also suggested that it be formulated by the Futuring Committee after the goals are set.

Tri-Parish Futuring update – A facilitator was contacted who sent a packet of planning materials from the Archdiocese to develop a five-year plan (2011-16). Part of the process is to formulate a mission statement.

We discussed the Young Adult Minister position. This was part of our 5-year plan vision statement and a strong desire for this position was expressed during the development of our 5-year plan. At the April Tri-Parish meeting, we want to bring a job description for this position. Discussion followed on our impressions or opinions of what this individual would do and what the responsibilities are.

Committee for 125th Anniversary – 2013 – Ken Ristow, Barb Caan, Vue Yang and Jim Bahar volunteered to serve on this committee.

Nomination / Discernment for next year's Council – Nomination Weekend when nominations can be presented from the parishioners is March 20-21. Marilyn and Ken volunteered to make phone calls to contact individuals after nominations are made. Those whose term is ending are: Diane, Bill, Tim and Jim on Council and Nancy as Trustee. All are completing their first term and can decide to serve another consecutive term. Discernment will be held at 6:00 pm on April 26th, prior to our scheduled Council meeting.

Budget Approval Questions – Some areas that need to be researched are:

- Costs for search and posting of the Young Adult Minister position;
- Volunteer Breakfast – Discussed having a chili or spaghetti supper after 4:30 Mass and/or 10:00 Mass. Barb will email the cost of the last spaghetti supper. Also discussed moving it to Recommitment Weekend in May.
- Virtus training and/or background checks.

Archdiocese required audit – Archdiocese has new standards. Parishes with \$750,000 annual income or under are required to have an audit every other year at a cost of \$500. Parishes over \$750,000 annual income are required to have an outside firm do it at a cost of \$1,500.

Action Items:

Commission Reports –

Finance – Nancy Buss – We are looking OK. Internal controls will be put into place. They will have a rough draft of the Budget in March.

Personnel – Mary Murphy – They have conducted the one-on-one meetings with the staff.

CCA Governance Board – Mary Murphy – They discussed how families are credited for Scrip use and lunch duties. Also presented a new hot lunch program through the Kohler SD which will be discussed further. They reviewed plans for the Extravaganza and Catholic Schools Week.

Activities and Communications – Barb Caan – They are in need of more volunteers on this Commission.

Building and Grounds – Mike Swigert – They passed the boiler inspection except for one bad pump. The roof is leaking on the south side of the church. Gutters may need to be re-routed. They discussed the target dates for the building project and finished attaching the carpeting on the walls in Van Treeck Hall.

Stewardship – Jim Bahar – Deacon Mike composed a letter for Time and Talent Recommitment. They re-ran the figures of Treasure Commitment and it came out fine.

Coffee and Donuts – March 14th, Latarae and April 11th (NOTE: moved from April 25th)

Agenda Requests for April – Report on Parish Retreat, review of Tri-Parish meeting and Building Project.

Closing Prayer: Ken Ristow

Next Meeting: **April 26, 2010 – No meeting in March**

Opening Prayer – Tim George

Closing Prayer – Nancy Buss

NOTE: The Tri-Parish Council Meeting is Wednesday, April 21st, at 6:30 at IC

Respectfully Submitted:

Mary Murphy