

## **April 2018, PC Minutes**

### **In Attendance:**

Jenn Rotz, Marcia Capuano, Patrick Bryant, Patrick Jendraszak, Nancy O'Bryan, Joe Muldoon, Eileen Metzger, Msgr. Joseph Schaedel, Bruce Konicek, Dan Heslin, Todd Moore, Nick Beckmann, Jeff Whiting, David Fink, Stanley Kwiatkowski, Ken Crook

Absent: Shawn McWilliams, Eric Spohn, Yo Grego, Judy Palmer, Molly Evans, Fr Xavier Raj, Katie Naughton

### **Prayer – Nancy O'Bryan**

- Nancy led us in prayer
- Call for petitions to be written down to be read at the end of Pastoral Council

### **Call to Order/Welcome – Nancy O'Bryan**

- David Fink brought snacks
- Minutes approved from February meeting

### **Welcome/Introduction of Potential New Pastoral Council Members – Marcia Capuano/Nancy O'Bryan**

- Candidates introduced themselves
- Dave Orlando and Michelle Marxer were unable to attend – Marcia read their information to the group
- Full Bios to be available before voting

### **Master Planning Update – Andy Bauer/Greg Jacoby**

- Greg explained Master Plan in a nutshell
  - (A) Conference rooms for Church and School
  - (B) Expand Sacristy
  - (C) Covered Space
  - (D) Preschool 39 to 64
  - (E) 2nd Floor for Youth Room
- Looking into warming kitchen
- Discussion of pews needing maintenance and cleaning
- Approximate number available in two months
- Motion approved by PC to move forward to costing phase

### **School commission Semi Annual Update – Dan Heslin/Elizabeth Kissel**

- ISTEP round two is underway
  - Wi-Fi is holding up
  - Professional Learning Communities (PLCs) – look at results to ensure data driven instruction
- Accreditation Site Visit – No results yet
  - Key Positive(s) – Students, Parents, PTO, School Commission - passionate dedication students – Catholic Identity was strongest
  - Key Negative (s) – Technology, Space
- School Safety Update:
  - IMPD Buildings and Grounds review
  - March intruder training with staff completed - Will train students next – working with teachers on this
  - Welcome Center – parents some positive/some negative to signing in, teachers have called the front office asking about individuals without name tags, Working with vendors to designate themselves
- Vertically Aligning Math and Language Arts Curriculum
- Annie went well
- Passion Play – 8th grade team jumped in to cover maternity leave

- Strategic Planning (surveys, accreditation, school commission) were holding with Accreditation and moving forward now
- Implementation of eLearning Days
- Safety was proactive, not reactive
- Nominations now for School Commission
- Tuition – 4.2% increase, 10 less kids
- Budget Approved
- Per the Archdiocese – have updated School Commission by laws no allow non-Catholics
- Updating Handbook
- Jenn Rotz on Communications – thank you from Dan Heslin!
- Estimating 585 – 590 students next year
- Clarification that Jen Schaefer’s role was Admissions/Student Ed and became Dean of Students/Admissions/Special Ed/Assistant Principal when Duggins left
  - Jen and 8th graders giving tours
- Suggestion from PC Member that PTO Mission should be revisited – Money for Kleenex, \$16,000 for Field Trips, School cannot rely on PTO, needs to evaluate, ensure alignment with mission
- Athletics, School, Church, PTO – should work cohesively through Stewardship
- Cameras – may add one or two, they are being used now
- Cleaning Crew update –
  - Had building looking great for accreditation
  - Goes in waves of quality with turnover
- Nice job for efforts to Dan and Elizabeth from PC!

#### **Chairperson’s Update** - Nancy O’Bryan

- 70th birthday in March for Msgr
- Judy, Shawn, Yo and Katie – birthdays
- PC Membership Update
  - Shawn McWilliams and Molly Evans will be stepping down
  - Nick and Bruce will continue
  - Prayerfully consider if you can continue – just let Nancy know if you can’t commit to the rest of your three-year term

#### **Pastor’s Overview** - Msgr. Joseph Schaedel

- Feels good in vote of confidence for Master Planning to move forward, reminding PC process had been slowed down earlier based on PC feedback
- Nicole Duncan is going to chair the Fall Fest, must find replacement next year – will be used to kick off the Capitol Campaign
- Easter and Holy Week went well

#### **Finance Update (9 Month Review)** – Stan Kwiatkowski

- Compared to Budget...
  - Easter Week Went Well
  - School is performing well – budget and savings, deferred expenses, 100K below budget
  - Pre School better than budget and a small loss
- Comparing Quarters...
  - More red than budget comparison – reasonable explanations
  - Youth Ministry
  - 196K ahead – Sunday collections are up 25K, School over 150+, Preschool 30K better
- Positive year, we don’t budget capital expenditures, we look to a surplus --- B&G capitol (\$109 – 13K used from fundraisers)
  - \$82K – Needed for improvement projects, Finance is comfortable funding the projects, Move the projects forward

- Cost for the Master Plan to get to an estimate – fees from GJ’s firm of about \$70K (\$25 k budgeted, \$16 in stewardship, \$29 k – based upon our review of the numbers it can come out of surplus)
- Vol Coordinator, Athletic Director, and Maintenance – filled by the end of the month
- Roof above the chapel – major issue – chapel has a brown line – need to fix these things – six water spots in the ceiling – purificators are needed.
- Collections – what percent did we bump our estimate?
- Preschool – minimal deficit – good possibility
- Priorities better communicated to us as a PC re: Buildings and Grounds – Jenn to talk about it at Exec
- MP - GJ’s time is being donated – competitive bids – donated all his time up to this point
  - Rough estimate of cost \$4 million - \$250K design

**Evangelization Task Force Update** – Bruce Konicek/Nick Beckmann

- Read – look through the guide – as a new person – and then take it to your ministry
- Emphasis on “To Be” rather than “To Do”
- Thanks so much or your support and partnership!

**Commission & Council Updates**

School Commission Dan Heslin/Jenn Rotz

- Nothing new from semiannual report

Evangelization Task Force Bruce Konicek/Nick Beckmann

- Nothing new from update above

Stewardship Commission Patrick Jendraszak/ Yo Grego/Katie Naughton

- Review pre-read for update

Faith Formation & Catechesis Comm Shawn McWilliams

- First Communion is this Saturday
- Catchiest program may need review to increase numbers/impact/etc.
- Mommas – going strong

Christian Social Action Commission Ken Crook/Patrick Bryant

- St Vincent De Paul – new and gently used kitchen items – pots and pans, plates, flatware, glasses – this weekend
- Planned Parenthood Protest, Rose Sale on Mother’s Day

Finance Council Stan Kwiatkowski/Judy Palmer

- Nothing new from 9-month review

Parish Life Commission Nancy O’Bryan

- Knights - Special Olympics for Pancake Breakfast
- Youth Ministry Update, lots going on, good information
- Race for Vocations – Mini Marathon – Mass on May 5th

Spiritual Life Commission Molly Evans/Marcia Capuano

- Lent – thanks to Fathers – a broad spectrum of parishioners – three priests went through masses – good positive comments
- Holy Week/Easter
- Ministry Scheduling Pro – continue to work through change
- May 3rd – John Andretti at SVP
- May 10th – Mary’s Way

**Business Manager Report – Patrick Jendraszak**

- Capital work/building needs moved earlier in year with corresponding processes to approve to better support school needs of getting work done over the first part of the summer

**New Business**

- None

**Closed Discussion with Existing PC Members – Nancy O'Bryan**

- Discussion held

**Closing Prayer**

- Intentions submitted were read at end of the meeting

***Next Meeting will be May 15th with Executive Council occurring on May 9th***

Respectfully submitted,  
Jenn Rotz

**Snacks and Prayers at Next PC Meeting:** Todd Moore/Nick Beckmann