

St. Luke Pastoral Council
Minutes – May 21, 2019

In attendance: Fr. Joby Abraham, Chris Boland, Gordon Brooks (candidate for membership), Patrick Bryant, Tom Feick, Patrick Jendraszak, Katie Kumler, Eileen O Metzger, Judy Palmer, Frank Short (candidate for membership), Dean Wesley (incoming Finance Council chair), Pat Wachtel, Jeff Whiting

Absent: Msgr. Schaedel, Nick Beckmann, David Fink, Mark Garza, Bruce Konicek, Stan Kwiatkowski, Michele Marxer, Dave Orlando, Eric Spohn, Ken Crook, Todd Moore, Joe Muldoon

Call to order – Judy Palmer

Prayer – Eileen O Metzger

Snack – Jeff Whiting

Review and approval of March 2019 minutes

Question from Pat on “board of regents” vs. “board of regions” referring to Rob Shumaker; otherwise approved without objection

Semi-Annual School Commission Update

- Bishop Chatard and Cathedral report that St. Luke graduates are doing well and are prepared
- Principal Kissel finishing her second year, has done very well; focusing on curriculum mapping and scores show that focus is working
- Commission recommended school raise tuition by 6% and Msgr. Schaedel approved (currently \$4,765 for one child)
- Started “attract and retain” group to inform families about St. Luke to help sustain enrollment
- Hoping to use bulletin more in the future to showcase school and communication about it
- Two members of commission re-upping, two new joining (Katie Delisle (spelling?) and someone else) and three leaving
- Spring Mill Elementary (and most of Washington Township) being redistricted, some families are calling (St. Luke can't advertise directly at the school or proactively contact those families)...discussion about possibly sending a mailer to impacted neighborhoods (similar to what's being discussed by “attract and retain” team anyway)
- Enrollment ahead of target from last year for the school

Budget Approval/Quarterly Financial Report

- Focus Areas are Sunday Offerings, School Ministry, Preschool, and Athletics
- 2% increase on Sunday Offerings from previous year due to extra Sunday
- Expecting a further 2% increase this coming year in order to offset expenses (one contingency in play, in part because we don't have the extra Sunday in the coming year)
- Target enrollment for school is 570 (hitting the target will hinge on Kindergarten enrollment)
- Finance council discussed possible tradeoffs if less enrollment than target or possible buy-ups if above target (could include replenishing the internal school contingency that was used this year)
- Enrollment number has been declining lately as larger classes graduate
- Overall tuition strategy for school is to consolidate fees to avoid one-off fees
- Salaries for teachers increasing 4% per Archdiocese recommendation
- Assuming \$480K expenses more than revenue for the school
- Preschool budget variance much better this fiscal year than last; only a small deficit being projected, primarily driven by mix of students (full time vs. part time)
- Preschool fees increasing 2% next year
- Athletics experienced \$10K loss for the year vs. what was expected, mainly due to numbers of teams and kids per team assumptions
- Fundraising for Athletics now assumed by the Dads Club which is new (St. Luke Athletic Committee will have a liaison on the Finance Council to improve communication)

- Athletics Committee will be looking at numbers over the summer (what we charge in fees, how many participate, etc.) to better plan in the future and fundraising strategy
- Budget recommended to Msgr. Schaedel for approval without objection

Annual Facilities Report

Was reported out on last time, nothing further to report

Election of New PC Members/Election of Executive Officers

- Gordon Brooks and Frank Short introduced themselves
- Gordon and Frank will fill two vacancies
- New members approved by consensus
- Current Executive Officers asked by Msgr. Schaedel to stay on for the next calendar year through the conclusion of the capital campaign; Judy, Jeff, and Nick all accepted
- Parish Council approved Msgr.'s recommendation by consensus

Capital Campaign Update

- Campaign is going very well so far
- Evening cocktail receptions for potential major donors have been well received

Pastoral Council Planning for 2019-2020

- Plan for next term is that commission and council updates be provided virtually in order to allocate discussion time to other topics
- Review of documents from past strategic planning processes
- Thoughts from previous efforts was improve music, cut music from 7:30 mass; some specific comments and some general, task forces/commissions of various sizes created as a result
- Asking people consider strategic topics over the summer, come back to our retreat with issues that are critical for us and the Parish to think about, and help set the agenda for the coming year
- Proposal that a hard deadline be created for virtual commission and council updates/reports and will be left off the agenda for next month if hard deadline is missed
- ACTION ITEM: Ask that ideas be submitted to Judy no later than August 1, as well as recommended reporting frequency for ministries Pastoral Council members' ministries

Commission & Council Updates

No updates (see above for School Commission update and virtually for Parish Life Commission)

New Business

No new business

Business Manager Report

Speed bump added on way to parking lot in front of gym

Pastor's Overview

Msgr. Schaedel not present, Father Joby had nothing to report

Closing Comments

- Picnic at the rectory after the 5:30 Mass on Saturday, June 15th; salad or dessert contributions welcome, please let Judy know what you're bringing
- Signup sheet will go around at first meeting looking for prayer and snack volunteers

Closing Prayer/Adjournment

Submitted by Patrick Bryant