

St. Luke Pastoral Council
Minutes – November 19, 2019

In Attendance: Fr. Joby Abraham, Nick Beckmann, Chris Boland, Gordon Brooks, Tom Feick, David Fink, Mark Garza, Patrick Jendraszak, Katie Kumler, Stan Kwiatkowski, Michele Marxer, Eileen O Metzger, Dave Orlando, Judy Palmer, Msgr. Joseph Schadel, Pat Wachtel, Dean Weseli

Absent: Patrick Bryant, Yo Grego, Katie Naughton, Frank Short, Jeff Whiting

Call to Order – Judy Palmer

Opening Prayer – Tom Feick

Review and Approval of October 2019 Minutes

Opening Comments – Judy Palmer

PC received a nice thank you note from Therese Hartley about joining our retreat in Sept 2019, appreciated Msgr. support to involve parish staff

Reports were sent out from various committees in advance of meeting in support of consent agenda format, no further discussion on these items, will have brief report out from finance team

Finance Update – Stan Kwiatkowski & Den Weseli

Continue to focus on 4 areas - School/Sunday Collections/Athletics/Pre-School

School has projected loss of approximately \$50k primarily due to student shortage (9)

Decision made to use restricted funds to fund students (20-25 students) who are receiving support for lunches as we leave federal funding program, those students will continue to receive same benefits thru end of school year, lose some additional benefits from leaving this federal school lunch funding program-approximately 30 cents per student and also lose certain commodity pricing (i.e. cheese), continue to monitor this within finance and with school commission, does increase flexibility of what school can offer for student lunches as a result of leaving these federal funding

Sunday collections are 2% ahead of budget ytd overall, October was a little shy of budget

Pre-School has net profit of about \$4k, projected to earn a little more during year, solid performance, talking about increasing tuition/fees of approximately 2%

Athletics-lots of attention in this area, need to get area straightened out financially in terms of budget and timing of expenses, having a hard time getting arms around budget/pay-outs/etc., new athletic director in place, this is 'pet project' for finance team this year

Provided some information around capital campaign, dashboard report has been created to monitor progress, track progress of money received, and tracking where money is going, etc. Patrick suggested working with Judy to provide some of this info to PC during monthly meetings.

Need to continue positive collections in summary.

Commission and Council Updates

Stewardship Commission – Judy Palmer provided update to PC based on written update Yo provided that was not sent out to all PC members prior to meeting (could not make meeting tonight), P3 event was great success (over 200 volunteers participated), Fall Fest was great success (profit about \$29k), no decision yet on having 1 or 2 nights next year for Fall fest at this point, developing within stewardship committee solicitation calendar for upcoming year, stewardship cards were coming in and looking strong. Katie Naughton is not going to be able to co-partner with Yo going forward on reporting out to PC meetings so Yo will be attending as many meetings as possible.

School Commission-In addition to written update that was provided to PC in advance of meeting, Katie advised finance council will address any budgetary shortfall (approx. \$4k) due to impact of leaving federal subsidy (which will also ensure no impact to students this year in terms of benefits).

Msgr. commented that leaving this federal subsidy will also provide increased flexibility to cafeteria manager in terms of what they serve and offer students, might be able to make some of this money back due to changes in what is offered to students. Two new students joined school this week (at 563 enrollment). Also, commented on retaining employees and that the biggest single factor in retaining employees is relationship with supervisor (not salary/benefits), what kind of relationship this person has with supervisor drives retention of employees.

Discussion ensued around retaining principal and making that a priority for our school which needs to include professional development for principal.

Some discussions around repairs to school including in budget, not necessarily, also some of these items as noted in written school report are 'wish list' items.

Judy provided another reminder to 'consent agenda' format we have implored in '19-'20 term where various ministries are asked to submit updates in writing a week prior to monthly PC meeting. Don't feel that you must submit report out every month, but we will track on agenda (as of time sent to PC) who has submitted report to give that ministry a chance to provide expanded update during monthly PC meeting, if needed.

IT/Communications Update & Discussion-

See Attached/Written update provided to all of PC in advance of meeting

Reviewed a lot of websites and provided comparisons, Patrick and Mark have been discussing website/flocknote system.

What are we trying to accomplish is key focus, what are must haves, but it ultimately comes down to budget.

Who will manage content/communications/etc.?

Information gathering since October meeting no specific next steps as of tonight. Do have conference call schedule on December 6th with another company (MarketPath) specializing with parish websites this meeting is more of a consultant type call, but they do offer a product.

Suggestion made to include Kevin Kennedy in this meeting (current developer of website) and is school working with parish. Need to work together and not separate.

Need to cover all angles including people not currently actively involved in parish.

Caution that talking to vendors will usually lead to vendor selling product, should include Kevin in these discussions with vendors.

We need to look at short term vs. long term needs and prioritize from that. Flocknote might address some of short-term needs.

Will include multiple meetings.

Discussion around current website lacking vibrancy, especially as a new person getting involved, not easy to see everything happening that week/month and then finding out more information about specific events. Everything about website should be showing us how to engage within parish community and with other events in area.

Some discussion around lack of communication, cannot be put in website unless staff is notified.

In Fellowship is difficult to navigate even more so for people not currently registered/attending parish and oftentimes we are directed to In Fellowship to register for various events at St Luke.

More discussion around working together between school & parish around website and improving communication not working with two different vendors.

Homilies will now be added (with help of Sean Belby) via podcast format that can be sent to you if subscribed.

Request to send questions/feedback to Mark/Patrick in advance of meeting with vendors.

Evangelization Update & Discussion-

See Attached/Written Update Provided to all of PC in advance of meeting

It appears we need to update purpose/mission statement by ministry (as presented in parish directory), lack of consistency by ministry. Purpose statement should articulate what your ministry does and seeks to accomplish. Thought is to use this as an opportunity to reach out to various ministries while incorporating evangelization efforts and to better align with overall parish evangelization efforts

We looked at our own parish council statement and there are opportunities to improve purpose/mission statement

School commission has an updated mission statement on website (not updated in directory) that is good example of mission/purpose statement

How do we reach out to various ministries around evangelization efforts? Thought was to start by talking about parish/pc updating mission/purpose statement and Msgr. asking all the ministries to re-evaluate mission/purpose statements (specifically around incorporating evangelization)

School Commission went thru this process to update mission statement in order to incorporate 'academics' into their mission statement

Discussion around it is hard to update mission statements thru all forms of media once updated (parish directory, website, internal documents, etc.)

Opportunity within PC to exercise leadership around this need (update mission statements), maybe we should use PC to update various mission statements

How is our ministry meeting Christs' needs (answer this question in purpose statement)

Possibly need to help various ministries start the process versus relying on them to complete, give them a sample/example

Agreement around next steps was for PC members to submit feedback to Judy around updating PC mission statement to better incorporate evangelization in statement, have PC mission statement updated by January meeting

Msgr. to update parish mission statement around evangelization, etc. by January PC meeting and share with parish staff to get feedback/make them aware, thought was to start at the top and then work down to various ministries

Tom/Chris/Mark/Nick to develop package/process for reaching out to various ministries (maybe start with a handful at a time) to do the same with their respective ministry statement (reflect/incorporate evangelization), we need to work with them, but believe that each ministry needs to develop, maybe in a workshop type atmosphere to help various ministries develop

Discussion around what is our action plan/what are we specifically wanting from evangelization/be specific in order to know if we are moving in the right direction (set goals and affiliated action), we need to work outward, but also inward (strengthen our faith), seek tangible goals/goal setting (i.e. more people attend mass, more people participating, etc.)

Should each ministry have patron saint that reflects ministry?

Also need to get updated contacts within ministries (where to start communication with various ministries) – Patrick J to help with this item

Need to keep retired people/senior people, single parents, etc. (all people who might feel alienated currently within St Luke) involved thru evangelization efforts (not just young families)

Discussion around outreach efforts (i.e. Thanksgiving Sharing) to better foster encounter with Christ, maybe hand blue books we use during Advent with Thanksgiving sharing was an idea

Discussion around keeping calendar in bulletin (what's going on this month within parish)

Business Managers Report – Patrick Jendraszak

Christian Social Action has been very active – Thanksgiving Sharing (150 families) and Xmas giving in full swing

Wish List for building & grounds being assembled currently

New Parish app is out and available

Side bar discussion around collecting a high-level summary of PC activities to be put in the bulletin in near future (around current focus of PC), try to get in January bulletin

Pastor's Overview/Closing Comments – Msgr. Joseph Schaedel

Evening of Spiritual Renewal tomorrow night

Casino Night on Saturday

National Catholic Youth Conference starts Thurs-Sat night downtown, 25,000 young people (high school age) attending from all over the country, 40 kids from St Luke attending (more than any parish in deanery)

Printed bulletin remains primary tool to communicate with parish

Looking for responses around moving Saturday anticipation Mass earlier (4:30 or 5), please share feedback

Fulton Sheen will be beatified in December

Capital Campaign resulted in \$6.2mm pledged which is 580 responses (1/3 of church responded), Spring will be first phase (tbd), \$1.5mm already rec'd in pledges, cost \$213k to run capital campaign

Closing Prayer/Adjournment

Respectfully submitted,
Nick Beckmann