

St. Sebastian Pastoral Council

Meeting Minutes

Date: 6/05/2017

Time: 7:05PM

Location: St. Sebastian

Members Present: Laura Abing, Father Larry Chapman, Stephen Dodridge, Michelle Hansen, Cathleen Hoffman, Tom Jozwik, Turquoise Loera, Jen Ohlendorf, Margaret Wiemer, Carole Poth, Del Slowik, Maricolette Walsh, Jim Ewig, Guest: Lori Larch

Members Excused: Eunice Frieseke, Andrew Zeidler

Members Absent:

Roles: Leader: Del Slowik

Recorder: Jim Ewig

| <u>ISSUE/TOPIC</u> | <u>DISCUSSION / ACTION PLAN</u> | <u>PROGRESS / FOLLOW-UP</u> | <u>Open</u> | <u>Closed</u> |
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| Opening Prayer | 7:05pm Call to Order. Margaret led the Council in prayer and reflection. The topic was The Spiritual Works of Mercy. | | | x |
| Review/approval of minutes | Maricolette moved to approve the May minutes with corrections. Laura seconded the motion. There were no abstentions. | | | x |
| Pastor/Cluster Administrator reports | <p>Carole reported that the Development Position is being created. This will be a part time position. The job description has been written and includes assisting the School foundation, major donor database, annual school fund, and creating an alumni database. This is not a comprehensive list. The position will report to Finance Council.</p> <p>There are plans to reestablish the Communications Committee.</p> <p>The repair project for the gym wall is scheduled to begin after school lets out for summer.</p> <p>Fr Larry reported that as of now there are no additional volunteers to join the Pastoral Council. Margaret has agreed to serve another term as Parish Trustee.</p> | | | |
| Committee Reports | | | | |
| Faith Formation | Cathleen reported that the First Roots conference will be held at St Sebastian. Ed Duncklee and Sandra McCabe are meeting with the conference facilitators. | | | x |
| Finance Council | <p>Maricolette shared that the parish financial position remains strong. The parish has two large outstanding loans that are be paid off in 2019. Tim Heeley hopes that when the loans are retired that a \$25,000 per year reserve be created for addressing open buildings and grounds projects.</p> <p>Michelle asked how St Sebastian defines their donor groups. There are 5 groups. These are all parishioners, current school families, grandparents of school families, alumni, parents of alumni.</p> <p>A discussion also occurred regarding unpaid fees for hot lunch. Frank Maloney will meet with Heather and Joann to develop a plan to address.</p> <p>Kevin reported that an adhoc committee is being formed to address school costs. There</p> | | | x |

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| | <p>are several committee member terms coming due. The school population is projected to increase next year.</p> <p>Carole reported Jendusa was replaced as general contractor for the 2 wall projects; however, he will remain as the engineer of record. Due to Jendusa's lack of response, Maricolette raised concerns of him remaining active on these projects.</p> <p>Joann reported that Seton has been paying bills of behalf of St Catherine.</p> <p>Tim indicated the Cabaret is in need of additional leadership volunteers.</p> | | | |
| Human Concerns | Jen reported she wasn't able to attend but suggested reading the committee minutes. | | | x |
| Prayer & Worship | <p>Tom reported preparation of calendar of liturgical events was discussed as well as dates for the joint liturgies.</p> <p>The committee is also working on an "education Mass". The intent is to actively describe certain aspects of the Mass while the Mass is in progress.</p> | | | x |
| School | <p>Stephen presented information on the proposed School bylaws. This included feedback gathered from previous bylaw discussions.</p> <p>Del handed out the Archdiocese guidelines on School Advisory Committees. A lengthy debate ensued regarding the inconsistency in verbiage between the Parish norms and the school document. As well the Council discussed the advantages of writing the St Sebastian school document as a "procedural" document verse as "by-laws" document. A procedural document would offer the ability to be quickly modified if needed, while a by-lays document would be required to go through the formal change process. To help assure the correct wording is used in the next draft, Cathleen suggested that Maricolette and Jen meet with some of the School Committee members to assist in a redrafting of the document.</p> <p>Heather Grams is looking into new solutions to address payment delinquency in the hot lunch and PAL programs.</p> | | X | |
| Stewardship | <p>Laura reported that the Spring Clean Up event was a success and the Committee is considering making this an annual event.</p> <p>A small blurb will added to our weekly bulletin. This will highlight volunteer opportunities and/or a standout volunteer. It may be referred to as Volunteer Corner.</p> <p>As well, a "New parishioner corner" will also appear in the bulletin. This will highlight a new parish member and the reason(s) they chose St Sebastian.</p> <p>A potluck to welcome new members is scheduled for October 29th. Staff, Council Members, and committee members are highly encouraged to participate. The plan will be to hold this event bi-yearly.</p> | | | x |

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| Strategic Planning | Carole reminded that the Leadership Caucus is meeting this Wednesday at 6:30 in the multiple purposes room. | | | |
| Trustee Report | | | | |
| Old Business | | | | |
| Council Vacancy | Lori Larch has volunteered to join the Pastoral Council and will probably fill the vacancy on the Prayer and Worship Committee. | | x | |
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| New Business | | | | |
| | Del asked that the Council members to email their ideas on what the Parish is doing well and what we can improve upon. He asked that Council members solicit input from the Committees as well. | | x | |
| Adjourn | 8:55pm The Council closed the meeting by praying the Our Father. | | | |