



Saint Kateri Tekakwitha Pastoral Council
Meeting Notes: September 26, 2017 - APPROVED

Present:

Staff

Fr. Paul English, Fr. Mike Buentello, Fr. Evan Simington, Carol Wilke

Members

Janet Archibald, Kristine Brickler, Kathy Ehrhardt, Madeline Fasano, Maryfran Fettinger, Patty Sheridan, Ray Manuszak

Finance Council

Trustees

B. Stehler

Absent:

Melinda Hensler, Joe Kelly, Rob Spatola, Iluminada Vilca, Rick Walther

Opening Prayer

J. Archibald led the council in opening prayer.

Mission/Vision Statement

Together, council members recited the SKT Mission and Vision Statements.

Open Forum - There were no speakers for Open Forum.

Prior Meeting Minutes

Consensus was reached to approve the June 27, 2017 Meeting Minutes.

Pastor and Vicar Reports -

Fr. Paul reported/commented:

- Our parish “new year” has begun! Our integrated themes, centered around our parish Vision and Mission. Staff continually prepares for each “season” rolling from one to the next, far in advance of the actual time of year.
- Transitions & Welcomes:
 - Donna Walker has completed her transition from Communications to Evangelization
 - Mark Keller is now Liturgy coordinator in addition to coordinator of Adult Faith Formation
 - Welcome to Fr. Mike Buentello, CSB as parochial vicar
 - Welcome to Fr. Evan Simington (Ordinate of the Chair of St. Peter) as parochial vicar
 - Welcome to June Bounds as coordinator of communications
 - Welcome back to Lena Livecchi and Belinda Pellegrino after personal absences
 - Farewell to Sarah Mancini Gobert, who has taken a position at St. John Fisher. Her former duties are being separated and assigned to appropriate people
 - Farewell to Carmen Rollinson, who has taken a position at the Diocese. Her former duties are being re-assigned, probably with a new hire or hires
- Goals/Hopes:
 - 100% parishioners in a personal, loving relationship with Jesus Christ through the sharing of our faith story in small Christian communities, many of which already exist, but we need many more. We will encourage small group opportunities to share faith and personal stories
 - Our staff be united in the Mission of Christ
 - Outreach after significant encounters, moments (versus “one-off” opportunities)
 - Identify and welcome many more volunteer ministry leaders and participants
 - Celebrate SKT through joy, fun and celebration

- On a personal note, Fr. enjoyed a week of vacation and spent 10 days with Basilian Scholastics in Mexico, preaching their retreat and accompanying them in activities and prayer. Particularly wonderful was the experiencing the joyful and moving weekend with Steve Angrisano with many parishioners and welcomed guests.

Fr. Mike reported/commented that he is happy to be at SKT and is learning the ropes.

Fr. Evan reported/commented that staff and parishioners have been welcoming and supportive. He is new to the priesthood and new to the area so there is much to learn. Fr. expressed his appreciation for the opportunity to bring the Ordinary Form of worship to our area with the Fellowship of St. Alban (services are held at St. Marianne Cope - Good Shepard parish).

2017-2018 Catholic Ministries Appeal

Fr. Paul explained that the CMA appeal should be viewed as an opportunity to expand our invitation to extend to new people. We have a goal of bringing in 300 new donor families. Our generous parishioner will gain match new givers.

M. Fasano spoke to the council about this year's campaign as her family are the SKC CMA Chairs this year.

- The theme is "The Gift of My Catholic Family"
 - We are encouraged and asked to discuss the appeal openly - start the conversation as "an opportunity" as a positive thing
 - New this year is a Major Gifts Reflection & Reception for last year donors
 - "Storytelling" at masses - the Fasano family will speak at masses and tell their personal story highlighting how CMA dollars help the mission and vision of all Catholics
 - Monthly incentives will include winning lunch with our priests
- Her message to the council: pray for support, initiate active, positive conversations about CMA, make thank you calls to donors and make personal early commitments to CMA

Co-Chair Messages

- Preparations for the Town Hall Meeting on October 7 were discussed with a focus on Q&A: asking attendees what they want to know, "why are you here?" and on getting the word out to encourage attendance.
- Case Training for new members was discussed and plans made.
- Liaisons to parish ministries - descriptions of the parish ministries and current liaisons will be circulated after the meeting and assignments confirmed at the October council meeting.
- The council members' sponsorship funds were used to purchase space in the Angrisano program and 9 tickets were purchased and donated to very grateful recipients identified by various sources. Additional funds were also donated toward items for a gift basket given to Steve Angrisano.
- A big THANK YOU to Steve Caso for taking photographs.

Finance Council Report

C. Wilke referred to the ministry report circulated to members prior to the meeting and available on the parish website. Additional comments included:

- The school budgeted for 188 students and there are actually 198 enrolled!
- Revenue for the school comes from tuition, donations and parish subsidy
- The Parish Budget is a 2 million dollar balanced budget that includes \$1,670,000 offering revenue

and \$100,000 fundraising revenue. These will be a challenge to meet and the entire parish needs

- A fundraising committee is being formed to seek ways to implement a plan for 2 or 3 major events (rather than many events that generate small amounts of revenue while draining volunteer energy)

- The closing financial statements do not show the fact that the parish actually cut expenses more than what is shown because unexpected revenue offset the numbers on the statements
- The St. Salome property sale was completed on September 8, 2017. Funds have been invested in accordance with Diocesan guidelines.
- Creative Beginnings (former tenant at St. Cecilia school building) has paid all of the back rent owed to the parish
- Expenses - the staff continues to aggressively look for ways to consolidate when possible

Old Business

- Suggestion Boxes - the Evangelization Committee, in conjunction with the Welcome Center volunteers, are working on this project.
- 33 Days to Morning - K. Ehrhardt commented that this is a good personal retreat focused on how to get closer to God through Mary and the Saints. Donna Walker continues to meet with the ministries and groups in the parish to explain and promote the program.
- Council role as advisor to Fr. Paul: J. Archibald asked Fr. Paul: "how are we doing?" Fr. recalled the historical role of pastoral council in our parish, and prior to consolidation, which had a focus on protecting the pastor and supporting him in many major decisions and confrontations. We have moved beyond that now and Fr. looks for guidance and counsel related to decisions he makes. Has the council been helpful: "Yes!" The covenant of pastoral councils will be distributed to all members for renewed review.

New Business

- Youth Membership for PC - still looking for a youth member!
- Welcome Center Update. M. Fettinger reported that the group has not had an opportunity to meet. The parish received a \$10,000 gift to purchase laptops and screens to show parish events. More volunteers to staff the centers are needed and a strategy to identify them was and will be discussed. Personal invitation still considered the best way to get new volunteers.
- Ministry Reports: Discussing the "roadblocks" -
 - Communications Report:
 - "Communications Plan" - what is it? J. Bounds and Fr. Paul are working on this.
 - Bulletin comments - a new part time person will be handling the bulletin preparation
 - "lunch and learn" with staff is a great tool!
 - Pastoral Associates Report:
 - Revisions to the Giving Tree program were explained and will be communicated to the parish
- Eyes & Ears -
 - Fr. Paul asked how we can help those affected by hurricane Maria in Puerto Rico? Suggestions were discussed and Diocesan efforts will be researched first. Mentioned were: establishing a Prayer Board and perhaps a mission trip to assist with rebuilding.

Ministry Reports

Reports from Communications, Evangelization, Faith Formation/Youth Ministry, Pastoral Associates and Finance/Administration were circulated to members prior to the meeting and are available on the parish website.

Closing Prayer

J. Archibald led the council in closing prayer.

The next council meeting will be October 24, 2017 in Room 137, Saint Kateri School.