

## St. John Vianney Parish Council Meeting Minutes

October 11, 2010

### Members Present:

Fr. Ken Knippel, Pastor  
Doug Miller, trustee secretary  
Mike Cekanor, trustee Treasurer  
Cheryl Zima, chair  
Michael Ostrenga, vice chair  
Pat Butler, secretary  
Larry Francione, School Board liaison  
Jon Hauser, Administrative Services/Finance liaison  
Brad Niswonger, Stewardship liaison  
Mary Lopez, Prayer and Worship liaison  
Mark Rye, Human Concerns liaison  
Mariann Van Winkle, Christian Formation liaison

### Excused Members:

Fr. Phillip Bogacki, associate pastor

**Guest:** Eileen Carter, School Board chair

**Call to Order:** Cheryl Zima, chairperson, called the meeting to order at 8:50 p.m.

**Review of Minutes:** The minutes from the September 13, 2010 meeting were approved with one correction. Under the Strategic Plan Review section, line 7's wording "at initial level" should be corrected to read, "at initiative level".

**Open Forum:** None

## **Financial Report:**

**Financial Report:** The confidential Financial Statement that showed a statement of Receipts and Disbursements for the Fiscal Year Ending June 30, 2010 was reviewed and approved by Parish Council. Jim Hessling was not in attendance and Jon Hauser had not expected to be asked to review the information in detail. Larry Francione stated that it appeared that the FIOF disbursements exceeded receipts by \$75k and he assumed that we spent last year's money this year. Jon Hauser indicated that he did not have an immediate answer and that he would follow up on that question. \$28K came in from insurance on the roof. Larry asked that details of the parish school actual be reported in the right categories so we can compare 2009 actuals with 2010 actuals. Mike Ostrenga had wanted the accounting reflected a certain way for Bids for Kids. The accrual type of accounting cannot be done but it would be acceptable to include a footnote and that hasn't been done. Mike requested that the footnote be included for clarification.

**School Board Budget Update:** There are 483 students in the parish day school, not the 512 budgeted. We are \$66K behind the budget predicted. There is not much more that can be cut.

School Board chair Eileen Carter stated it is a new climate, a new culture. It is not status quo. We are blessed to have new principal Pam Pyzyk. We're attracting people. Pam has been very active in doing that. She has invited a family from Grafton and Pam takes on a docent role giving tours—she is very visible and welcoming. She is absolutely committed to increasing enrollment. Marketing is part of the strategic plan. We seek to increase our visibility in the community. Before summer we never advertised enrollment. We did report that we have openings for the school in the parish bulletin and the Shamrock Weekly. There is a perception that we're closed in terms of accepting more students and have a waiting list. We want to try to market under K4 people.

There is a bulletin board in the school with pictures of all the new kids—not just K4 but in other grade levels as well. We budgeted for 40 new students and we have 42 new students. There is an inaccurate perception that families are fleeing because of middle school and that is not true. Sixth grade is the entry point for junior high. We only lost one 6<sup>th</sup> grade student. K4 is the entry point into the school.

Of some concern is that the tuition for K4 is full rate even though K4 students are only there for 3 hours per day. Some families choose to enter the school at K5. Enrollment for Elmbrook school system is dropping. For the period from 2011 to 2015 a drop of 476 is forecast. The question was raised as to if there is a way to staff an all day K4 program. To generate solutions there will be a round table to solicit ideas.

Some would like to see a "pay the gap" campaign. It may be helpful if parents are reminded of how much it costs to educate kids at SJV compared to the amount covered by tuition. We never push it. If school families do not contribute much to the parish beyond what they pay for tuition, they are actually taking from the parish. If you don't ask, you don't get. An incentivized referral program idea has been discussed. If that is employed, there would have to be specific conditions around it. It would be bad to see things diminish. Brad Niswonger commented on

Marquette High's orientation for parents. It sets expectations. It illustrates that up front conversation is important. For tax reasons, we can't bill for contributions to close the gap, but we can communicate expectations. Some communication approach needs to be ironed out—we don't want to use a hammer. Doug Miller suggested that an ad hoc committee be used. He further recommends that no minimum should be talked about. We don't want any numbers talked about. Julie Dreyer from the Stewardship Committee will serve on the ad hoc committee. Eileen Carter is head of the ad hoc committee. There is a concern that the amount went up without notice. (Amount of contribution expected went from \$10 per week to \$15 per week.) We're below other parishes. At the Home & School meeting the issue was brought up but not the amount. It will be in the School Board minutes. It may cause some discomfort. They intend to do a nice letter, not campaign style. We cannot dictate a stewardship charge. It cannot be billed like tuition or it would not be tax free. Back in 2003 there was enforcement and that is not the way to go. It is believed if we communicate the fact that it costs much more to educate the students than the revenue raised by tuition that it will prompt school families to contribute more.

**New Member Welcomed:** Chair Cheryl Zima welcomed newly discerned Mark Rye to Parish Council—he is filling a recently vacated Human Concerns liaison role.

**Pastor's Report:** Father Ken indicated that during his medical leave of 8 weeks he was appreciative of the time away. It wasn't until 2 ½ to 3 weeks ago that he really felt better. He said he realized it when he got the urge to clean the garage. He reported that the classes he took at Waukesha Memorial were very good and thought provoking. It helped him learn how to handle stress and anger among other things. It was matched up with spiritual direction. He is ready to be back. He stated that he is very grateful for Father Phillip's help. He heard that the parish just embraced Father Phillip. The trustees approved a \$1,000 bonus for Father Phillip.

Sunday was Vocation Awareness Sunday and the kickoff for a week of Vocation Awareness. There is a poster contest. Fr. Peter Berger, Associate Vocations Director for the Archdiocese will visit—he will celebrate Mass, judge posters, visit classrooms, and have lunch with those interested in the priesthood or religious life.

The Archbishop has decided that the Deans should be his reps in the field and that the Council of Priests should be made up of other priests elected in each district. Father Curt Frederick is our Dean.

Fr. Ken will lead a tour of the Holy land along with Fr. Tony Zimmer and Fr. Laurin Wenig, pastor of St. Mary's Visitation. Father Ken is looking forward to it as a spiritual time.

#### **Liaison Committee Reports:**

Administration and Finance—Jon indicated that Randy Freeman has joined the committee. Jon has had the desire to do benchmarking. Randy put together a set of questions. We have a 33% formula but push money to the school. Randy would like to show our numbers and get the numbers from other parishes to benchmark against on a host of things. How we run our school and allocate. The question was raised as to whether the Archdiocese would have a problem with us doing that. Father Ken indicated it would not. The question was raised as to which

parishes to benchmark against—which have been successful/best practices? Father Ken encouraged that we find out whatever we can but cautioned that some parishes will be reticent to share information. Suggested parishes include Lumen Christi in Mequon, St. Dominic's, St. Mary's in Hales Corners, St. Mary's Visitation, Holy Apostles, St. Monica in Whitefish Bay, St. Alphonsus in Greendale, St. Jerome, St. Anthony's in Pewaukee and St. Joseph in Wauwatosa. We are third largest parish in the archdiocese. Randy is retired. Jon indicated that Randy will sink his teeth into it. 5-6 years ago we had some benchmark info and we were the third lowest in tuition. Regarding teachers' salaries the target is to be at 80% of the public schools.

Christian Formation—Mariann Van Winkle stated that they worked on details for their work plan and assigned responsibilities. There are 742 CF students, 129 are confirmation students. On a 3 months income statement it reported 434 CF students as of 9/1 and we believe that is low and is a typographical error. The Youth Board subcommittee is not fully functioning. It is run very informally, does not have definite dates for meetings. It exists more on paper than in reality and is not really working well. Father Ken believes that youth should have some say in their programming. TILT is an informal program for youth that is functioning. Father Ken said the Youth Board can be eliminated or just let it be — it is CF's decision.

Human Concerns—Mark Rye reported that the decision was made to eliminate all the subcommittees under Human Concerns on the flow chart and simply acknowledge that we have 28 ministries which Human Concerns oversees. Julie Schuller was discerned to serve as chair since Mark vacated that role to take on the Parish Council liaison role. Even though Julie is in her first year on the committee, Fr. Ken waived the requirement that members must have at least a year of committee experience before serving as chair thus allowing the exception. She has good background as she does strategic planning for organizations.

Prayer and Worship—Mary Lopez reported that they made good progress working on their strategic plan.

School Board—Larry stated that the archdioceses will have new training for school board members. It is 4 ½ hours instead of 2 hours. It is "Leadership Transformation Process Planning".

Stewardship—Brad Niswonger said the annual report is approved and ministry book updated. Forms are being mailed out. They are in their last 40 days before commitment Sunday. They are seeking to have committee members raise their contributions by at least 5%. They feel they need to do that if they are asking parishioners to consider increasing their contributions by that amount each year over the next 5 years. He reported their work plan is current and always active. There will be stewardship testimonials by parishioners at Sunday Masses. For Bids for Kids, they hope to solicit parish school alumni who are no longer SJV parishioners—there are 2800 of them. They are seeking approval for that. They need to market by promoting the telling of the story of the school and the parish. The question was raised, "Is there something we can take off the priest's plate so he is in front of people more?" He mentioned a parish where the Stewardship Committee drives the Finance Committee and replaces Parish Council. It has high contributions. Commiserating about how we are behind budget is a waste of energy. Next week

they will start to introduce the stewardship campaign's logo and testimonial. Giving goes through cycles. We have a great product here.

**Parish Council Photos:** Cheryl mentioned that Parish Council pictures will be done starting at 5:50 p.m. before our December 13<sup>th</sup> CLN meeting begins. They will be taken in the parish hall.

**Closing Prayer: Larry Francione** lead the committee in a closing prayer and sign of peace was shared.

**Next Meeting:** December 13, 2010 at 6:30 p.m. CLN

**Respectfully Submitted,**

Pat Butler