

St. John Vianney Parish Council Meeting Minutes

June 8, 2009

Members Present: Barb Hetzel Kathy Bell Richard Gassert
Cheryl Zima Kurt Baumann Mike Cekanor
Doug Miller Ralph Patitucci Frank Pasternak
Larry Francione Paul Mindel Michael Ostrenga
Pat Butler Fr. Ken Knippel

Member Excused: Greg Van Winkle Tess Wartman Patrick Reiels

Guests: Jean Beaudoin

Call to Order: Doug Miller, chairperson, called the meeting to order at 7:00 p.m.

Opening Prayer: Cheryl Zima led the prayer

Review of Minutes:

The minutes from the May 11, 2009 meeting were approved without correction.

Pastor's Report:

Father Ken remarked that June 14 will mark his 1-year anniversary at SJV and that he is happy to be here. He expressed thanks to the parish festival leaders, Jim Hessling and all the volunteers. He mentioned that in recent years the festival has been run like a business and that has contributed to greater success. While all receipts are not in, he distributed a three year financial history of the festival including this year's rough numbers and it appears, despite some cooler weather, the parish will net \$110 - 115k.

The nomination/discernment process was completed for Parish Council, the Athletic Board, the Christian Formation Board, School Board and Trustee Secretary. Doug Miller will be Parish Trustee/Secretary. New Athletic Board members are Amy Banda, Stan Barker, Glenn Kormanik, and Tom Rudek. New Christian Formation Board members are Kristine Crossman, Michael Furst and Darcy Hinz. New Parish Council members are Larry Francione, Paul Mindel and Michael Ostrenga. Kurt Baumann will complete Doug Miller's term on Parish Council. New School Board members are Matt Fricker, John Gatto, and Jim Swiderski. Father Ken expressed

appreciation to Mary Janowak, Frank Pasternak and Pat Butler for their coordination of the discernment process.

A newsletter called Parish Council News was sent to parish staff and the Parish Council. Father Ken indicated that we need to report progress on Vision XXI planning along with the other parishes in our Quad by June of next year. There is a plan and we need to implement it.

There is a seminary dinner in October. Two years ago SJV bought a table. Doug Miller stated that he believes that the parish should buy a table this year to give support to the seminary since we are one of the larger parishes in the archdioceses; there was consensus on this. The table costs \$1,500.

Father Ken also expressed appreciation for all the Human Resources Committee has done in the past year. A major project was the updating and in some cases the development of job descriptions for parish staff positions. The revised job descriptions are consistent across the parish and can be used for evaluation. Also salary survey information was purchased from the National Association of Church Personnel so that salaries can be appropriately benchmarked. The survey offers adjustments by geographic location. This will provide objective data for salary administration. A salary matrix will be employed and a pay for performance formula will be used.

Father Ken reported on Faith In Our Future. As of Wednesday June 3 we had \$1.8 million in pledges—about 66% of goal. Pledges are still coming in. In some cases parishioners specified what their donation is to be used for. If we do not achieve our goal, the original spending plans for the funds raised may need to be adjusted or re-prioritized. A Building Project Committee has been assembled that includes Richard Gassert, Larry Reihbrandt, Jim Hessling, Father Ken, Tim Jones, Kurt Soens, Tony Coraggio, Mark Haberman and Marcy Weinsheim. This summer classrooms will be painted, and new ceilings and lights installed in the rooms.

Outreach Committee Strategic Plan Presentation

Jean Beaudoin of the Outreach Committee, reported on the outreach approved by the Outreach Committee for the 2008-2009 fiscal year. A total of 54 grants were approved totaling \$89,700. Of the 54 grants, 43 were local, 2 national and 9 international. Two years ago 65 grants were approved and a year ago 58 grants were approved. They are working toward reducing the number of grantees. The Outreach Guidelines have been revised. The guidelines provide a process for evaluating grantees and new grantees. There is a computer database the committee's long-time secretary has used in recent years and that database is being brought to the parish. The guidelines were updated in 2003 and in the past year the Outreach Committee made minor revisions to their guidelines to soften the language. Jean pointed out that the principle changes his committee would like approval for is revising the former guideline that stated that up to 40 different organizations would be funded on an annual basis to stating that 12-15 grants would be made per quarter. Also guideline language talked about giving priority to organizations with SJV parishioner involvement as they meet the other criteria and the committee prefers the language that *special* consideration would be given. The guidelines were also reordered so they flow in process order. Michael Ostrenga asked about the process for requests and Jean indicated that some are mailed from the organization. In some cases,

parishioners submit the request. The Outreach Committee requires getting the name of the organization, the field it operates in, what it does, and information as to whether it is local, regional, national or international. They also review the financials—the organization has to be sound in its operations, cannot be hoarding cash, and must be operating within reasonable bounds. Five percent of the basket and stewardship income in the parish budget is earmarked for Outreach and this includes donations to our sister parish Prince of Peace. Political grants are not given except for one advocacy group founded by the Jesuits at the request of the United States Conference of Catholic Bishops. Michael Ostrenga who has relevant experience from his work with Knights of Columbus suggested that it works well to look at grantees' other sources of funding. Father Ken stated that he believes the Outreach Committee has responsibility for outreach decisions and does not require close review by Parish Council. They are working to reduce the number of grantees and try to maintain diversity in giving. Jean provided a list of grants given for the fiscal year.

Doug Miller noted that the Outreach Committee is still working on completing its operating guidelines which define its structure, number of members and term limits. Jean said they would like to combine the operating guideline and outreach guidelines into one document. That will be done and then will be reviewed by Parish Council for approval early in the upcoming fiscal year. Since Michael Ostrenga had some good suggestions, Doug suggested that Michael attend one of the Outreach Committee's meetings. The Mission Trip Immersion Endowment fund that is to be funded with monies from the FIOF campaign will not be administered by the Outreach Committee. That will be done through the Christian Formation department.

Liaison Committee Reports

Mike Cekanor reported that the Buildings & Grounds Committee had not met.

Barb Hetzel reported on the Stewardship Committee. Through May 31 the amount budgeted for stewardship is showing a deficit of \$126,648. Two new members joined the Stewardship Committee: Mike Buelow and Robert Scott. Bob Ranus gave the committee a tentative work plan for the 2009/2010 campaign. This year they intend to enlist testimonials from people who have benefited directly from stewardship—possibly St. Vincent de Paul and Prince of Peace recipients. The Stewardship Committee Guidelines were passed, and Mike Cekanor was thanked by the committee for his diligent work. Stewardship meetings will continue to be held at 7:00 a.m. on the first Tuesday of the month except in months when the common leadership meetings occur. Father Ken indicated they should make sure that Father Phillip is all right with that meeting time as he will be staff liaison and will have Mass every Tuesday at 7 a.m.

Barb also reported that letters to the Father Lipscomb Society were mailed last week. The letters explained to members that, in an attempt to be fiscally responsible, the annual appreciation dinner will not be held this year. The letters thanks them for their generosity. Members of the Father Lipscomb Society have left SJV in their wills or estate plans.

The Athletic Board new members were mentioned. [See earlier part of minutes for details.]

Richard Gassert indicated that 8 nominees were discerned for the three open School Board positions. [See earlier part of minutes for new member list.]

Cheryl Zima provided the Christian Formation liaison report. New officers were identified: Mariann Van Winkle—chair, Maria Pascente—chair elect, Mary Michaels—secretary. New members were mentioned. [See earlier part of minutes for those details.] Jane reported on her meeting with Parish Council. The last meeting of the year for the Christian Formation Board will be combined with a social event on June 22.

Kathy Bell reported that the Human Concerns committee did not meet. However, the Summer Services Series was inserted into this past week's bulletin.

Kathy did report on the Prayer and Worship Committee. The Lenten and Easter celebrations got mostly good reviews. They hope to do something next year to increase the participation in the procession from the cafeteria to the church on Palm Sunday. Holy Thursday was well attended as was Good Friday with the service time changed to 3:00 p.m. The Food Blessing was well attended and should continue. Holy Saturday Vigil was also very well attended. However, comments were made about the length of the service being three hours. Next year they may do fewer readings. The length of time depends on how many baptisms there are. They may bring back the procession to the baptism font to touch the blessed water. Easter Sunday Masses were also regarded positively. They had a discussion about having a monthly Eucharistic Day. All agreed that the first Friday of the month should be used as the Eucharistic Day. Several women volunteered to coordinate the program and Father Ken will speak with them. Currently there are only 2 parishioner at large members on the committee and they would like to increase that by at least one. Final committee guidelines were approved and will be distributed. The next Prayer and Worship Committee meeting is June 24 and officers will be discerned then. They will also set goals at that time.

Discernment of Parish Council Officers for 2009-2010

Parish Council members told a bit about themselves—how long each has been at the parish, a little about their families, work, etc. Then one-by-one each answered the following questions/topics:

- What special gifts or background do you bring to do the work of parish council and how will you use them?
- Briefly evaluate the parish right now. What strengths and weaknesses do you see?
- Indicate which position(s) each believes he/she would fit.

Other Parish Council members were encouraged to offer words of encouragement and support, then a prayer was said and a reading from the first letter of Paul to the Corinthians. All present, including old and new councilors and ex-officio members, wrote down the names for each position—they could write their own and as many others as they thought would be the best matches. A new councilor cannot be the chairperson. Then the information was transferred to the chalk board without indicating how many times a name was written—just pairing it with any

positions it had been linked to. Members were then given the opportunity to decline a position by erasing their name. In cases where multiple names were left, a finalist was determined by secret ballot. Resulting officer and liaison assignments for the next fiscal year are as follows:

- Chair: Mike Cekanor
- Vice Chair: Cheryl Zima
- Secretary: Pat Butler
- Admin. Services/Finance: Michael Ostrenga
- Prayer and Worship: Kathy Bell
- Human Concerns: Paul Mindel
- School Board: Larry Francione
- Christian Formation: Richard Gassert
- Stewardship: Kurt Baumann
- Endowment: Cheryl Zima

Closing Prayer: Cheryl Zima

Next Meeting: August 10, 2009

Respectfully Submitted,

Pat Butler