

## St. John Vianney Parish Council Meeting Minutes

April 12, 2010

**Members Present:** Kathy Bell                      Pat Butler                      Kurt Baumann  
Fr. Phillip Bogacki                      Mike Cekanor                      Larry Francione  
Fr. Ken Knippel                      Doug Miller                      Paul Mindel  
Michael Ostrenga                      Greg Van Winkle                      Cheryl Zima

**Members Excused:** Richard Gassert

**Guest:** Tim Jones

**Call to Order:** Mike Cekanor, chairperson, called the meeting to order at 8:55 p.m.

### **Review of Minutes:**

The minutes from the March 8, 2010 meeting were approved.

### **Open Forum:**

No activity.

### **Pastor's Report:**

Father Ken commented favorably about the great enthusiasm displayed with this year's nomination for the six standing committees and the Athletic Board. The new process has gone well so far, and some discernments are being done this evening. Some committees had opted to accept all willing nominees, and Administration/Finance has decided to hold a separate meeting for the discernment process.

Father Ken reported that the following are on the search committee for the Principal position: Father Ken Knippel – Pastor, Father Phillip Bogacki – Associate Pastor, Jim Hessling – Parish Administrator, Steve Siy – School Board President and parent, Nora Hauser – Parish HR Committee and parent, JoAnn Cekanor – Parent and Chair of the search committee to hire Jayme Hartmann, Sue Schmitt – Teacher, representing Middle School, Courtney Albright – Teacher, representing 4K – 5<sup>th</sup> grade, Lisa Kovaleski – Principal of St. Mary's School in Waukesha

There are 21 applicants—April 12 was the deadline. Resumes have been reviewed and five candidates have been asked to provide a portfolio and to take a personality profile. They hope to have a person selected by 6/1 so there will be a month for transition before Jayme leaves.

Father reported that the prosecutor's office alerted the parish that Father Len has been charged and that there will be a hearing at 10:00 a.m. on April 21. He asked if the Parish Council had any recommendations about whether they wanted the parish to have a presence at the hearing, or request to speak on behalf of SJV. The question was raised as to whether the insurance company would require it, and Father Ken said they did not. There was a short discussion and all agreed that they did not feel it necessary to pursue any involvement.

### **Building Project Committee Update**

Tim Jones, SJV parishioner and Building Project Committee chair provided an update on the school and parish center upgrades. The school is finished and parts of the parish center upgrades have been done. The Christian Formation department and restrooms have been updated. Kurt Soens and Larry Reihbrandt (SJV Plant Engineer) were on the committee but asked to step down. Larry had served as the general contractor for the school remodeling. Voss Jorgenson Schuller managed the rest. The new layout offers better space for the Christian Formation Department. They have developed a budget, which allows for phases as monies become available from FIOF. Future projects in the parish center include new tile floors and vinyl wall coverings at the entrance. They will also pick up another conference room. They also plan to renovate to bring more light into the corridors and provide for less privacy in offices. For parts they may just hire subcontractors themselves—for flooring, carpeting, and painting. The balance of the construction for the Parish Center should run \$80-100K. Phase 2 includes the lobby area.

### **Committee Nomination Update**

Cheryl Zima reported that several are discerning for school board—Susan Koehn, David Crosby, and Kim Tallmadge. A member resigned and that creates a 4<sup>th</sup> opening. The new process seems to be working fine. It is a bit rushed to do discernments during the standing committee's meeting time on Common Leadership Night as they typically have a lot to accomplish during the meeting time already. Scheduling a special meeting for the discernment may be the better option. Officer discernment for Parish Council will take place at our May meeting. Discernment of officers and parish council liaison for committees will take place at the June CLN.

### **Strategic Planning Update**

Kurt Baumann reviewed the process that has taken place so far. Members from parish leadership, some staff and members from the parish at large participated in a session that involved doing brainstorming and a SWOT analysis. Items were prioritized and then the Parish Planning Committee distilled the comments, categorized them and identified common themes. This will be forwarded to the standing committees to help them develop their strategic plans. Father Ken reminded that it will be very important to give them clear instructions. The parish mission statement had been revised. Then three strategic objectives were identified along with supporting goals. There should be 3-4 goals per strategic objective. The committee that owns each goal will develop initiatives to achieve goals. The committee will also supply the measurements used to measure progress toward the initiatives and goals. This should be

followed by a framework—perhaps a spreadsheet or gantt chart. The challenge is to provide meaningful measures for each goal. It is an iterative process. It will be important to have committees take ownership, and make connections on what might be common initiatives. There will be facilitated sessions provided by leadership to help the committees—encouraging the development of goals that have a 3 to 5-year life. Initiatives may have a 1-year lifespan. The Parish Planning Committee will provide that orientation/training to committee leaders. This orientation session will likely occur in early May. A completion date will be established for committees to complete the development of their segment of the strategic plan as it relates to their goals and initiatives. It was suggested that the committees come to the June CLN meeting with a draft of their strategic plans.

### **Liaison Committee Reports**

Prayer and Worship—They will remove from their guidelines that their members can be a member of a subcommittee but not an officer. No one saw the need to have that language. They will be accepting all the willing nominees onto their committee.

There were no other committee reports beyond what was shared during the common meeting portion of CLN.

Doug Miller has worked with the standing committees to update their committee guidelines. It was agreed that it made sense to have this be one of the Trustee Secretary's responsibilities. It was suggested that the role of maintaining the committee guidelines be the responsibility of the trustee secretary. When updates to the parish bylaws are completed, the addition of this role should be considered for the parish secretary position.

Both the pastor and associate pastor are considered ex officio members of committees. Doug will work on ensuring that this is noted in committee guidelines.

New Business—None

**Closing Prayer:** Greg Van Winkle led the Council in prayer.

**Next Meeting:** May 10, 2010

**Respectfully Submitted,**

Pat Butler