



Parish Pastoral Council - Meeting Minutes

Date: Wednesday, February 7, 2018

Time: 6:30 PM – 8:30 PM

Location: St John Neumann

Attendees:

- **Present:** Fr. Mark Pavlak, Fran Laufle, John Peterson, Nic Decapia, Debbie Andrews, Mike Meirink, Rick Durig, Kristi Steinman, Michaela Willer, Hugh Stoll (Finance Council), Pat Vasatka (Trustee), Joe Keating (SJN Staff), Mark Joerger (SJN Staff)
 - **Absent:** Fr. Doug Ebert, Robert Peterson
 - **Minutes:** Submitted by Nic Decapia, Secretary
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Call to order: 6:30pm by Fran Laufle

Prayer and Mission Statement: Kristi Steinman

Approval of Agenda:

- **MOTION:** Agenda approved with no changes

Member Resignation/Replacement:

- Deb Mason resigned from the Parish Pastoral Council and is replaced by Mike Meirink

Introduction of Business Administrator:

- Mark Joerger is introduced to the Parish Pastoral Council as the new Parish Business Administrator.

Finance Council Report: Hugh Stoll

- Collections have been trending down for the last five weeks with revenue below forecast.
- The 2018-19 budget is being drafted by the Business Administrator, Mark Joerger
- Issues with Electronic Giving reports have surfaced and are being investigated

Pastor's Report: Fr. Mark

- A new database for Pastoral Care is now online to help facilitate information gathering and dissemination
- The new volunteer scheduling application for the Worship committee is now online
- 70 second graders received their first reconciliation
- Higher than expected participation rates have been noted for High School students in Faith Formation activities

- Symbolon attendance is about 30 adults each week.
- We have 3 RCIA candidates
- Adult Bible Study is attracting record numbers of registrants.
- The adult Guatemalan Mission trip leaves tomorrow and 12 young adults are already signed up for the summer mission trip.

Parishioner Feedback/Review

- SJN Columbarium
 - o Discussion has been rescheduled to the April meeting
- Quiet Time Before Mass
 - o The Parish Pastoral Council is requesting insight from each Parish Committee on this matter

Ad Hoc Committee Updates

- Leadership Brochure
 - o An updated draft of the brochure is distributed
 - o **MOTION:** The draft is approved for publication with editorial changes
- Leadership Training Review
 - o Rick Durig will facilitate a second session with the Worship Committee on Sunday, February 11, 2018. The goal of the session is to address the process of understanding who the committee is serving and eventual establishment of committee goals.
 - o Rick will meet with other committees at the next Council/Committee Joint Meeting, March 1.
- Safe Environment Program Promotion
 - o A proposal for the safe Environments program promotion was distributed and discussed.
 - o Promotion will be-scheduled monthly in the Parish Bulletin and twice a month in the online Weekly Update.
 - o **MOTION:** The proposal is approved for implementation with no changes.
- 2018-19 Council Discernment Lead
 - o John Peterson will be leading the Parish Pastoral Council Discernment process
- Annual Open Agenda Meeting
 - o It will be held on April 4, 2018 at the Parish Pastoral Council meeting
 - o Invitation to the parish will be announced a few weeks before the meeting in the bulletin.

Standing Committee Updates:

- Justice & Charity
 - o Ministry Fair is being planned for February 11, 2018
 - o Goals for the Ministry Fair
 - Build community
 - Communicate the variety of parish activities available for volunteers
 - Volunteer recruitment
- Family & Community Life
 - o Annual goals are being formulated
 - o A New Parishioner Welcoming event is set for Sunday March 18, 2018.
 - o Young Adult Ministry started with a good number of participants and meets once a month on the last Tuesday of the month. The definition of “young adult” is anyone 18-40 years of age.
- Faith Formation
 - o Annual goals are being formulated
- Worship
 - o Meeting on February 11, 2018 for Leadership Training.

Program for March Joint Council/Committee Meeting

- Promote the following
 - o Pastoral Council Discernment
 - o Safe Environment Training

Other

- Cana Dinner: Kristi Steinmann is on the committee for the Cana dinner and is looking for a couple to host the event on April 21, 2018.
- Parish Pastoral Council input to the budget for 2018-19.
 - o Parish Council will revisit the 2017-18 Communications Proposal and resubmit with emphasis on critical elements
 - o Fran Laufle will review the proposal with Joe Keating and Mark Joerger and bring revision suggestions back to the Council in March.

Adjournment

- Motion to adjourn made and carried at 8:15pm

Next Meetings:

- Joint Council/Committee Meeting: Thursday, March 1, 2018, 6:00pm-8:30pm with Executive Session 8:30-9:00 pm.
- Parish Pastoral Council: Wednesday, April 4, 2018, 6:30pm-8:00pm