

**St Alphonsus and St John the Evangelist
Combined Parish Council Meeting Minutes
Held at St. Alphonsus August 10, 2011**

In attendance: Carol Abraham, Sonja Bigley, Mary Ehr, John Jacobs, Chris Knapp, Linda Kron, Jeff Keun, Justin Lindas, Kirk Wagner, Mary Warren, Deacon Stan Lowe, DAS Pat Vos.

Excused: Mo Nicolazzi, Brian Sekey, Adam Yunker, Rich Weber

Meeting was called to order at 7:05 p.m. by Chris Knapp who led the group in prayer and contemplation.

Minutes of the June 16, 2011 meeting were approved as distributed via email. The approved minutes were distributed to the secretaries at both parishes, as well as to Sue Weiger for posting on the parish web site. A suggestion was made that future minutes be marked DRAFT to avoid confusion with approved versions.

Parish Director Report:

Budget status: Deacon Stan reported that contributions at both parishes had increased slightly and while it is early to make a definite connection, the appeal for a small increase which was made at the July 31 mass hopefully will result in continued increases.

School: The 7-8 grade teacher has resigned to accept a full time position in the public school system. She will be replaced with a part time teacher and Mrs. Middlecamp will be picking up some additional teaching responsibility. The first installments of tuition fees have been received. At this time, 50 of 65 families have paid. Enrollment for the 2011-2012 school year is currently 76 students with several more possible additions. A donation of \$4000 has been received from a very generous anonymous donor. This money will be included in the Tuition Fund to assist families in the parish.

The proposed school participation in a fund raising project at the Kenosha County Fair has been cancelled, however, there will be a display in the Education Building promoting the school.

The School Committee is looking into the possibility of a fund raising project involving staffing food booths at the Bradley Center during Marquette basketball games.

Religious Education: The new Director of Lifelong Faith Formation, Sandi Schmitt, will formally begin her duties on August 15. The current plan for religious education classes is for the K-5 grade students to meet at St. Alphonsus and the 6-11 grade students will meet twice monthly alternating between St. John and St. Alphonsus. There is ongoing discussion re: start time for the older group to allow participation in school activities as well as the religious education program.

A plan for increasing tuition for Faith Formation classes has been approved by both Finance Committees. The new fees will be 1 child-\$100 with a maximum of \$225 per family. In order to offset some of the fees, parents will be encouraged to volunteer for a variety of activities such as hall monitor, catechist, etc. Additional fees will also be charged for supplies. It was emphasized that no one will be turned away for lack of funds.

Committee Reports: None

Old Business:

- **Parish Directory Update:** Scheduling of photo appointments has been underway for several weeks, as well as on line scheduling. Photos will be taken at St. John beginning next week and at St. Alphonsus the week of 8/23. Volunteers are needed to welcome parish members and to close the buildings at the end of each session.
- **Blood Drive:** A blood drive was held at St. John on July 11 and another drive is scheduled at St. Alphonsus in early October. Linda Kron is coordinating the October event
- **Credit Card Project:** Details have been presented to the Finance Committees at both parishes. Several companies are being considered and a new target date at the end of September or early October has been established. Several companies have submitted information and a decision will be made prior to the Stewardship Campaign so options can be included in the stewardship materials. Once the two committees have evaluated the various proposals, a recommendation will be made as to a choice of vendors. Carol Kerkman is assisting with this process.
- **Concert Update:** No update on John Michael Talbot concert. Michael Russell O'Brien concert will be held on Sunday, August 14 at St. John. Currently 300-350 people are expected. CD's will also be sold at the door.
- **Staffing Update:** Director of Lifelong Faith Formation and Combined Parish Secretary positions have both been filled, Sandi Schmitt as DLFF and Nan Beaudry as Parish Secretary and the new staff are both getting adjusted to their positions. Sonja Bigley has volunteered to assist Sandi Schmitt by providing clerical assistance. Additional volunteers will be recruited to assist with various other tasks to assure continuity in an assortment of programs. Nan's schedule currently is 8 – 1, M-Thurs at St. John and 8-1, F at St. Alphonsus. Technology allows her to access phone and email across both sites.

A suggestion was made to consider signage at St. John to include: In Case of Emergency with phone number and regular office hours. Sign would be placed near the door bell at the main entrance. The emergency contact number is also available on the parish phone message.

New Business:

- **Council Spirituality:** The council agenda will include Opening and Closing Prayers and a schedule was circulated for members to select a date for providing the prayers. The document that was shared at the last council meeting relating to Parish Council Spirituality was also discussed and there was consensus that topics that are introduced to the council should be prayerfully considered before decisions are made.
- **Parish Council Calendar:** This topic was tabled until the September meeting. *Council members will be asked to select a parish ministry committee for which they will serve as liaison to the council.*
- **Stewardship-Ministry Fair:** Stewardship Campaign will be held as scheduled in the Fall. Ministry Fair will not be held this year. Suggestions for alternate activities to promote various ministries: "Ministry of the Month" with information available in the Narthex at each parish along with bulletin articles highlighting the activity of the particular ministry. Also suggested for consideration is a Parish Life Committee with would

work with new members, baptisms, newly married couples to welcome them into the parish and encourage regular attendance at mass. Also for consideration at next month's meeting is the development of a New Parishioner Packet. Deacon Stan will provide copies of sample packets for consideration by the council members. Carol Abraham will also gather information from the Archdiocese for this activity.

- **Stewardship Campaign:** Commitment talks will be presented at masses the weekend of 9/24-9/25 and commitment weekend will be 10/1-10/2. Deacon Stan suggested a new procedure of bringing the Time/Talent forms up to the altar as a sign of demonstrating commitment to the parish. More details on this process will be included on next month's agenda.
- **Committee meeting schedule/Annual Meeting:** Discussion focused on various options on how/when to schedule the presentations by the various ministry/committee groups. Deacon Stan will convey the message re: meeting dates and reporting to the leaders of the groups. A list of committee chairs needs to be completed and distributed to Parish Council members. Administrative Services Committees are scheduled to present their report at the Annual Meeting of the Parish Council on September 15.
- **Liturgical Ministry Schedules:** Ministers have been notified of the Fall schedules and requests for changes are being solicited. A concern was expressed regarding confusion on timing of requesting changes to the schedule. Suggestion was made to limit the changes to a two week time frame in order to avoid time lapses. Youth Mass staffing will be incorporated into the bulletin schedule.

From the Floor

- **Web Site:** Suggestion was made to seek input from parishioners regarding content and format of the website.
- **New Bulletin Cover:** Compliments were expressed re: new bulletin cover designed by Mo Nicolazzi.
- **St. Vincent DePaul:** Opening a new building in Slade's Corners. Open House is 8/27-8/28. Building will be used for donations drop off as well as a retail sales area
- **Donation of Wave Runner and trailer:** A parish member has donated these items for sale by the parish with the proceeds being donated to the general fund. John Jacobs volunteered to pick up the equipment. An article will be placed in the bulletin with the sale going to the highest bidder being

Next Parish Council Meeting: Thursday, September 15, 7:00 p.m.
St. John the Evangelist, Annual Parish Meeting

The meeting was closed with the Lord's Prayer.

Respectfully submitted,
Sonja Bigley

PARISH COUNCIL CORNER:

Parish Directory: Parishioners who were not able to schedule an appointment for their Parish Directory photo will have another opportunity to be included in the directory with additional dates scheduled in September at both parishes.

Fees for Religious Education: A new tuition schedule was proposed for the 2011-2012 program and parents are encouraged to consider volunteering to assist with various tasks in order to offset the additional fees.

Blood Drive: Will be scheduled at St. Alphonsus in early October. Please consider donating for this very important event.

Annual Parish Meeting: All parish members are invited to the Annual Parish Meeting on September 15, at 7:00 at St. John the Evangelist.