

Meeting Minutes: St. Peter's Pastoral Council Meeting
 Date: November 27, 2017

Present: Father Mark Molling, Pam Burki, Rochelle Verick, Pat Prah, Nick Healey, Rita Keepers, Ron Chmiel, Ryan Jonas, Ben Schweder, Mary Nugent, Judy Kmiec

Excused: Marion Munagian, Logan Fitch

Agenda Item	Discussion	Action/Follow-up	Person(s) Responsible
Meeting Called to Order	7:00	N/A	Mary
Opening Prayer	Rochelle		N/A
Minutes Approval	Approved	If you are not receiving minutes or agenda, please contact parish office with correct email address. Thank you.	All Council Members
Discussion Items/New Business			
Archdiocese Stewardship Conference	At the Cousins Center Nov 3 and went surprisingly well. The Conference was on task, well attended, interesting speakers, gospel music, and wonderful handouts. The stewardship "one liners" was given to the office ladies to include one weekly to the bulletin. The other cards were given out and these suggestions for implementation made: Share with the liturgy committee for strategy	Ron will share with Liturgy committee	Ron Chmiel

	for implementation, recommend 1% challenge cards be given out as a New Year's Resolution time frame at the beginning of January, during Lent-hand out the ecumenical information, Post Game info in fall right before the football season and the Catholic ID can be handed out now or in back of Church. Recommend these be a seasonal thing.		
Discussion Items/Old Business			
School Choice	Ryan reported that he met with Sarah. There is a \$500 administrative cost due mid-January. No commitment just a review for us to see if feasible. Ryan will add a comment to the bulletin for volunteers interested in being on this committee next week.	Mary handed out School Choice info to new members	Ryan
Stained glass windows	Father Mark said there is something for Parish Council to do. Various donors were given a dedication form to complete and as one of the windows is from the parish, what do we want on the plaque? Discussion was to keep the wording simple and to add something about the year these were updated and restored.	Father will pen some thoughts and email to members for their final approval.	Fr. Mark
Gerard's Embrace	Work is continuing on the building with an opening date in the spring. A plumber has volunteered his labor to do the plumbing and is working on a variety of issues to resolve. Donations are continuing to come in.	Awaiting MOU	Fr. Mark
Annual Meeting	Good idea having in church. Reviewed pie chart in the annual report hand out and corrected using right numbers and was in the bulletin. Thanks Ryan as this brochure was well received and such a professional job. Other comments were: that this was well attended mostly because of the time (right after the last mass on a non-Packer playing day) and place (right in church). Recommend a time limit for each speaker to 10 minutes or some. Was recommended to have photos or other slides on the presentation to help speaker stay on task.	NA	Fr. Mark & All
Marketing Internship request	Much discussion about marketing and what approach to use. Rochelle reached out to 2 different colleges and each were paid intern positions. No money in budget to date for advertising and school should add some		Ben & Ron Knaflik (Finance)

	to their upcoming budget. They do have a few shared dollars from Archdioceses for marketing. Look to school committee to take this on. Ben will come up with a written strategy/plan within the next few weeks as a template to get us started. He will talk with Ron K for demographic information which will include a cost/benefits plan. He will develop a template of the process. Discussion on expanding to the parish community in the future to include those that have left the church. Judy volunteered to make homemade cards to send out as "we missed you". Hold off on getting an intern until we have a strategy in place.		Chair) Judy Kmiec
Long range issues			
Cluster Churches	Next meet is scheduled for Jan 22, 2018 at St. Therese at 7:00PM. Pastoral council will meet at 6:30 at St Therese prior to meeting. Mark Kemetion from the Archdioceses will give a presentation.		Fr. Mark and Mary
Capital Improvements	Proxy of the remaining Faith in Our Future funds was approved by the Archdioceses to include security issues, exterior door hardware upgrade, toilet replacement (over Christmas break), stonework repairs, and personnel lift at south entrance of the school. Comments about ADA compliance was mentioned although Village did not question when presented with the plan		Fr. Mark and Trustees
Committee Reports			
Building & Grounds	Nick presented the minutes from the last two meetings. Added as a follow up email the next day. "It was brought up at the meeting about the wheelchair lift / bathrooms and possible trouble with the ADA (Americans with Disabilities Act). There is an exemption for all religious organizations and any entities controlled by them. I will copy Section 307 of the act below and link the U.S. Department of Justice website below it. Section 307 of the ADA provides that "[t]he provisions of this title shall not apply to . . . religious organizations or entities controlled by religious organizations, including places of worship." As noted in the preamble to the ADA title III regulation: https://www.justice.gov/sites/default/files/crt/legacy/2010/12/15/tal057.txt	See minutes from Oct and Nov meetings.	Nick Healey

	<p>Also, it is interesting to note that religious organizations are also exempt from Title VII of the 1964 Civil Rights Act pertaining to religious discrimination.</p> <p>Religious organizations CAN religiously discriminate when hiring employees. I will link the Equal Employment Opportunity Commission website below.</p> <p>https://www.eeoc.gov/laws/statutes/titlevii.cfm</p> <p>Hope this helps clarify any confusion with the ADA and any future building modifications that are done to our Parish.</p>		
Youth	Rochelle reported that the Youth have requested a firepit be put on church grounds with mini missions being done to raise funds. Two out of the five youth nights have occurred with Fr Larry presenting a food distribution exercise. Will kick off food drive during Advent. Looking at having a co-chair youth rep to fill in if one person cannot make a meeting.	None	Rochelle Verick for Logan Fitch
Christian Formation	No meeting in November.		Rita Keepers
Human Concerns/Helping Hands	Lots going on from the Human Concerns committee. See handout for summary of events. Would like to hand out Matthew Kelley's new book Perfectly Yourself during Christmas season and to those in prison. Pam Burki will chair a new sub-committee to address the needs of the elderly. More to follow.		Pam Burki
School	Shared with the principal that Fall Festival is Oct 7 th next year and not to schedule any athletic events for that weekend.	None	Ben Schweder
Athletic	None	None	Ben Schweder
Finance	Faith of Our Future proxy approved for \$40,000, Annual meeting and presentation discussed as above, and best practices & procedures for cash handling was discussed. Background checks completed for money counters. Safe driving classes are in progress.		Ryan
Stewardship	Next scheduled fellowship is Jan with a spaghetti dinner. Looking at a Thursday night or Sunday afternoon.	None	Judy Kmiec
Liturgy	Meeting held November 16 with two new members in attendance. Modified plans for lector agenda. Trial run at 8:00 mass on Dec 10 th to start 4 minutes prior to church starting to see how it goes. Will add a chair with kneeler to altar for lector to sit if they prefer. Will get with Peter to ensure the choir is not singing when lector is giving welcome. Removal of	Next meeting November 28 at 6 PM and all are invited. Fr will state we	Ron Chmiel, Fr Mark & Nick Healey

	the reserved signs on the pews status (Bldg. & Grounds)	removed these pew plates.	
Technology	Wiring in parish office completed for better internet service. Making a roadmap for the network. Camera in sacristy added aiming at the safe. Parishsoft moving to an offsite and more secure location to increase efficiency. Carbon monoxide detector added and dehumidifier added in the basement. Drop box will be added to the front of the rectory.	None	Ryan Jonas
Pastor's report			
	Fr. Handed out delicious caramels as a thank you to members for their dedication to all the people of St Peters as a small token of his appreciation for your service. He has "been in a fog" as he has been receiving comments that have caught him off guard. Glad folks feel free to talk to him. Wants to remind all that communication is a two-way street. He also reminded us that hospitals do not call parish priests anymore because of HIPPA laws and that some folks make the assumption that he knows loved ones are in the hospital. Hospice Chaplains do usually reach out to parish priests although priests are not mind readers. Please help spread this to parishioners to call office if his pastoral duties are needed.		Fr. Mark
Trustee's report			
	As no meeting in Dec, Merry Christmas to you all. Just a reminder that Christmas masses are 5:00 and 10:00 PM Christmas Eve and 8 & 10 on Christmas day. Thank you for your dedication and sharing your thoughts to improving St. Peters and having the Holy Spirit alive in us all. We appreciate you all and your talents you bring.		Pat and Rochelle
Next Meeting	January 22 at St Therese at 6:30 St Peters meeting with Cluster meeting starting at 7 PM	N/A	N/A
Closing Prayer	Glory Be said together by all	N/A	Mary
Adjournment	8:36	N/A	N/A