

St. Catherine of Alexandria

8661 N. 76th Place, Milwaukee, WI 53223

St. Catherine Parish is committed to worshipping God and His Son, Jesus Christ in the Holy Spirit. We are dedicated to living the Word of God by our Christian example. We shall achieve this through service to our Parish and stewardship of our time, talent and treasure.

Parish Council Meeting Minutes

August 25th, 2009

Present: Debbie Hintz, Parish Director; Mary Konshak; Chairperson; Barbara Holt, Vice-Chairperson; Frank Maier, Secretary; Jack Fox, Trustee; Ed Schwanke, Trustee; Renee Serre; Bob Wazniak; Jerry Wolf

Absent: Ken Laczniak; Ellie Okunseri

Opening Prayer

Debbie led the opening prayer with a reading (James 1:17-18, 21b-22, 27) by Barbara. A brief discussion on the reading reflection questions followed. Intercessions were also offered.

Comments from Parishioners

There were not any parishioners present.

Approval of June Minutes

Frank motioned that the minutes be approved. Jack seconded the motion. The June meeting minutes were approved.

Council Introduction – Questions/Answers, Diocesan Workshops

Frank discussed going to the Secretarial workshop on August 18th, 2009. Jack also attended the Trustee workshop on the same day. Frank noted that there is a general workshop for council members on September 12th, 2009 and that the new members received the email invitation to register from the Archdiocese.

Barbara asked if there will be Faith in Our Future updates at future meetings. Debbie will add it to her Parish Director's Report. Jack asked about some people's donations being skipped or missed. Barbara asked how this is resolved and Debbie noted that the person has to call the Archdiocese directly to correct the matter, since most of the information is confidential and not made available to the individual parishes.

2009-2010 Calendar & Roster

Barbara noticed an error for the Christmas Party date. The correct date should be January 8th, 2010, not 2009.

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The date for the Parish Council retreat, currently scheduled for October 31st, may need to be revised due to several known member conflicts. Debbie will check on a revised date.

For the Christmas party, Debbie stated that the staff will be invited this year.

For the All Parish Meeting on October 27th, the start time will be 7:00pm. We will hold a brief Parish Council meeting before hand. The exact start time of this meeting will be determined at our September meeting once the agenda is set.

Debbie described the general format of the All Parish Meeting. It is an opportunity for any parishioners to meet the Council members, ask questions, and make any comments about the parish. Barbara noted that main topic this year will likely be Northwest Catholic School. Renee agreed to help Jack with refreshments.

Replacement of Council Member David Brunmeier Discussion

Mary called past nominees to gauge their interest in completing David's term (2010). They declined. At Debbie's recommendation, John Scholz, was contacted and is willing to serve and be the Liaison to Finance/Administrative Services Committee. Debbie, quoting bylaws, stated that the Chairperson can appoint anyone to fill out the term with the approval of council. However, consideration should be given to past nominees who were not elected to the Council. The Council approved John's appointment and Mary will call him after the meeting with the news. Mary will send Frank his contact information and he will be added to the Council roster.

Rental Policy for Granville Room and Gym

Debbie handed out some notes on the current rental fees of both locations, as well as recent requests to use each. We do not charge for funeral luncheons or funeral visitations, as some parishes do. We also noted the guidance from Catholic Mutual on the handout regarding paying the insurance fee (\$95 per group) or signing the Facility Usage/Indemnity Agreement.

Jack noted that \$195 total for the Granville Room may be prohibitive if the room is only used for an hour to two, but may be reasonable for an all-day usage. Frank suggested some kind a tiered fee schedule to make it more appealing to the hour-by-hour users. Bob noted that the insurance fee would still apply. Debbie also reminded us that they can sign the indemnity agreement for 'low risk' groups.

Ed suggested making a portion (\$50) of the Granville Room fee refundable and similar idea for the gym. Jack supported this suggestion. Bob suggested that the cleanup costs be the basis for the fees so that the rental fees cover our real costs.

We discussed having an hourly fee schedule for the gym and adding a fee for utilities. An hourly fee schedule for the Granville Room was also discussed, so more than one group can use it in one day.

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Frank suggested having a discount off of the base fee for parishioners, while Jack suggested allowing only parishioners to use the facilities. Barbara asked what defines parishioners; just St. Catherine, or also OLGH and/or St. Bernadette.

Debbie will put together a draft fee schedule for the next meeting so we can continue the discussion.

All-Committee Gathering; September 15th, 2009

Debbie explained that this gathering is a new one, coming from council discussion last year. Debbie will do the opening prayer and each committee will give a brief report on their activities for the year. Mary suggested that each committee be given a category for the potluck dinner. Debbie will contact the committee chairs and copy the Council members with the structure of the gathering and dinner category. The Council members will bring whatever they want. Renee asked how many people could potentially attend, but it was tough to get a good estimate. The gathering will start at 6:30pm in the Granville Room.

Parish Director's Report

School starts Thursday, August 27th. Overall enrollment is good; the West Campus has 225 students and the East Campus has 175. There are 256 Choice students and about 60 of those are in K4 and K5 for whom we get half payment. However, Choice payments per student are down about \$200 from previous years. The third Friday in September is the official Choice count for enrollment and the subsequent payments. This will, in turn, determine the final budget. All of the teachers have been hired. Although one teacher went to a different district, a replacement was found. In addition, all the support staff has been hired. The principals are excited about their staffs and the upcoming year. A good number of teachers from St. Catherine's school were hired.

The Community Education Center Committee has its first meeting September 10th, 2009. It is made up of three representatives from each parish. Maureen Gallagher, the consultant for our school study, will lead the meeting. Barbara Holt will again teach a computer class in September.

The Finance/Administrative Committee discussed the roof. The parish received five more bids, which were considerably less than original bids from one year ago. For asphalt shingles, the bids ranged from \$40k to \$59k. They also received a bid for a steel roof, which came in at \$56.5k. The F/A Committee will get more bids on steel roofs and will review them at their next meeting on September 8th, 2009. The Faith in Our Future fund has about \$47k, so it is likely that roof will be done soon due to lower costs. If a decision is made to replace the roof, the Parish Council will need to approve payment.

The outdoor lighting was finished last Friday, August 21st, 2009.

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Charmaine Pfeifer has left our parish staff and went to work for the Archdiocese. She started last Thursday, August 20th, 2009. A replacement has been hired and has worked a few days already. Her name is Karen Couillard and she will start fulltime September 8th, 2009. She has worked at the Archdiocese and several municipalities.

Faith in Our Future has \$293k in pledges. Follow-ups on those pledges will continue. New parishioners will be contacted in November. Parish Life will have some kind of celebration marking the one-year anniversary. The roof project will be highlighted as a success story of the campaign.

Committee Reports

Christian Formation – Jerry Wolf

No meeting. The next meeting was 9/1. There was a parents meeting on August 19th and there will be a teacher's meeting on September 2nd.

Finance/Administrative Services –

In David's absence, Ed stated that the Council members should have the minutes from the last three meetings in their folders. The roof project was covered (see above) and the next meeting is September 8th, 2009.

Human Concerns – Ken Laczniak

In Ken's absence, Debbie stated they reviewed of this year's activities. The next meeting is September 14th, 2009.

Parish Life – Renee Serre

No past meetings to report on. The next meeting will be October 26th, 2009. The Chili Dinner is October 24th, 2009.

Prayer & Worship – Barbara Holt

The next meeting is September 1st, 2009.

School Advisory Board – Bob Wazniak

The Principal at West Campus will be setting up the first meeting of this new board. Debbie stated that this body will be made up of the pastors of OLGH and St. Bernadette, herself, the two principals, Parish Council representatives, one at-large parishioner from each parish, one teacher from each campus, one home and school representative, and one school parent who is a non-parishioner.

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Stewardship – Ellie Okunseri

In Ellie's absence, Debbie said the next meeting will be September 28th, 2009.

Committee Rosters

Frank asked that all rosters be sent to him for consolidation. Rosters of the committees and sub-committees will then be distributed to Council for each member's Parish Manual and copies will be available for the office. The information required by Archdiocese (contact information for the Council members and Committee Chairpersons) has been updated in the Diocese's system.

Closing Prayer

Debbie led the closing prayer.

These minutes respectfully submitted by Frank Maier, Secretary, Parish Council.