

## Parish Council Minutes

June 23<sup>rd</sup>, 2009

**Present:** Debbie Hintz, Pat Lehman, Barb Holt, Reneé Steger, Mary Konshak, Ellie Okunseri, Ken Laczniak, Ed Schwanke, Frank Maier, Renee Serre, Bob Wazniak, Jerry Wolf

**Absent:** Carl Geenen, David Brunmeier, Les Hagensick, Curt Arneson

**Opening Prayer** - The opening prayer was led by Debbie Hintz.

**Parish Report Comments from Parishioners** – Debbie explained to the new council members that we went from two all parish meetings to one with the second meeting being replaced by the printed parish report that was included in the summer issue of *Northwest Catholic Connection*. There were no comments from parishioners regarding the 2009 parish report.

**Introduction of New and Existing Members** – Everyone went around and introduced themselves.

**Approval of May Minutes** – Ken motioned to approve the May minutes and Mary seconded that motion.

**Update on Implementation of School Plan** – Debbie shared that we are now finished with the consultant with the exception of some work she is still doing with the principals. The east and west campuses are looking at St. Catherine school furniture to see if they can use some of it. Classroom items will be moved this week and next to their new locations. The budget is not finalized but is looking good according to Debbie. We had \$112,000 in our budget as the St. Catherine contribution to the schools. Debbie explained the school budgeting process to the new council members. We now have definite numbers for salaries and benefits, which has brought the school budget down. Debbie believes our contribution will range somewhere between \$76,000 and \$96,000. The exact formula is not needed until third week in September; the deadline for the final CHOICE enrollment. Student enrollment at the west campus is 230 and the east campus is at 135.

### Committee Reports

Prayer & Worship – Our last meeting was held on June 2<sup>nd</sup>, 2009. Reneé was not present so there is no report.

Human Concerns - No report.

Finance – In David's absence Ed shared the following information: The parish deficit is approximately \$127,000 but this will decrease when we receive the final CHOICE payment of \$109,000. We will delay the roof replacement until more FIOF funds are in. We are in the process of receiving bids for school painting and a security system. Debbie shared updated budget information: She is confident that the decreased school

St. Catherine of Alexandria  
Milwaukee

contribution and Shari's decreased salary will result in the parish having a balanced budget for the 2009-2010 fiscal year.

Christian Formation – This group met on June 2<sup>nd</sup> and evaluated the past year. Nicole wants to revitalize the whole program. She presented a new outline for the coming year which includes updating the grade school RE curriculum. Nicole would like to have a parents only meeting in August; she hopes to encourage more parent involvement. The next meeting is scheduled for Sept 1<sup>st</sup>, 2009.

Stewardship – This group met on June 22<sup>nd</sup>. They reviewed the results of the Stewardship campaign. The number of returned time and talent forms was lower this year compared to last year; 98 forms were turned in. The group would like to have a follow up drive in church after the 4<sup>th</sup> of July, they are considering the weekend of July 19<sup>th</sup> and Ellie asked for council input. The group discussed this issue and suggested that the forms be completed during mass time, with communication at the pulpit and write ups in the bulletins prior to the form completion date. The next meeting is scheduled for Monday, September 28<sup>th</sup>, although an earlier meeting may be needed.

Parish Life – Mary shared that more than 500 people attended the parish picnic. All of the comments regarding this event were very positive. Upcoming events: 1. Chili dinner scheduled for October 24<sup>th</sup>, with sign-up two weeks prior to the event. A magician is booked as entertainment. 2. One year anniversary celebration for FIOF scheduled for Nov. 21/22. 3. Evening of Reflection scheduled for December 5<sup>th</sup>; it will be a potluck dinner following the 4:30 mass with Debbie as a possible speaker. Their next meeting is scheduled for October 26<sup>th</sup>.

**Balloting Process** – Barb had a follow up to our parish council voting process. She explained to new council members that 3 or 4 parishioners would not vote because they had to sign their ballot. We discussed this at our last council meeting and we decided to ask these people how they would resolve the situation. Barb shared that their suggestion would be to have an envelope with a blank ballot inside. The parishioner would complete their ballot and sign the envelope. Envelopes would be cross referenced with the parish list, valid envelopes would be separated from invalid envelopes. Ballots would be removed from valid envelopes and then those ballots would be counted. Ed shared that in the past Fr. Jeff discovered someone trying to vote multiple times so the signature rule was implemented. The council members felt that our current system is working for the majority of the parish members and should not be changed.

**Parish Director's Report** – Debbie shared that the Tri-parish newsletter is put together by two people, one from OLGH and one from St. Bernadette. These two individuals questioned whether they should continue with this publication or perhaps have it be pared down. Council members agreed that the tri-parish calendar was the most valuable portion of the newsletter. It was felt that perhaps with the two campus schools and the Community Education center there may be a need for more communication in the future regarding these areas. The council suggested that perhaps it could be published less frequently, be a bulletin insert rather than a colored publication or be available online. Approximately 1/3 of the newsletters are not picked up by parishioners and need to be mailed home.

St. Catherine of Alexandria  
Milwaukee

Shari's position will change effective July 1<sup>st</sup>, 2009. She will work 20 hours/week at St. Catherine and 20 hours/week at St. Bernadette. She will oversee the upcoming CHOICE audits for both St. Catherine and St. Bernadette which will take place in July and August. She will also help acclimate the new school business manager. Shari will determine her own schedule. Mary asked if Shari would receive mileage reimbursement for travel between the two locations; Mary, Ed and Reneé concurred that reimbursement should be given for travel between the two locations, but not for travel to work from home or to home from work.

Soon Outdoor Lighting will install the outdoor lights, which will be paid for from an anonymous gift given a number of years ago.

**Selection of Officers** – Mary Konshak was unanimously voted as Chair, Barb Holt will continue as Co-chair, and Frank Maier agreed to serve as Secretary.

**Selection of Liaisons** – Barb Holt will serve as the liaison for the Prayer & Worship Committee, Jerry Wolf will be the Christian Formation liaison, Bob Wazniak will be the School Advisory liaison, Ken Laczniak will be the Human Concerns liaison, David Brunmeier will continue as the Finance/Administrative Services liaison, Ellie will continue as the Stewardship liaison and Renee Serre will be the Parish Life liaison.

**2009-2010 Calendar** – Parish Council meetings are typically scheduled for the fourth Tuesday of each month; with the exception of December (a Xmas party is held in December) and July. The Officers will meet for their first agenda meeting to schedule the calendar year as well as to complete the first agenda. The next meeting is August 25<sup>th</sup> @ 6:30pm. Debbie will do the prayer for the August meeting and Renee will provide the treat. Frank will put together a prayer and snack schedule for the 2009-2010 year.

**Closing Prayer** - The closing prayer was led by Debbie Hintz.

Respectfully submitted by Reneé Steger, Parish Council Secretary