

# **St. John the Baptist Pastoral Council Meeting Minutes**

## **March 14, 2017**

### **School Conference Room**

*\*\* Note: Minutes are unofficial until approved at next Pastoral Council Meeting*

Members Present: John Mueller, Keith Ott, Tom Paul, Joel Pierce, Mike Sokol, Kristin Strehlow, Father Phil (Parish Administrator), Bill Barbieur (Trustee), Don Sager (Trustee), Lisa Schoneman (Business Manager)

Member Absent: Kent Bindl, Ann Gamoke, Mark Gumm

### **The meeting was called to order at 7:05 PM by John Mueller**

#### **Reflection by Lisa Schoneman**

#### **Approve January 2017 Minutes**

- Motion to approve with change by Mike Sokol (Bill Barbieur)
  - Approved
- Note: There was discussion about the details given within the minutes and the need for the amount of specifics that should be printed.

#### **Finance Council Report – Tom Paul**

- Working on the 2017-2018 Budget
- Will present it at the May PC meeting
- Working to establish teacher contracts/salaries that are more aligned with other private schools (2 year process)
- Looks like it will be a loss for 17/18 due to Capital Expenditures, adding positions and increasing salaries
  - Because we use the cash vs. accrual, capital expenditures show as an expense, even though the money is reserved in an account.
- Communication Coordinator position description and budget impact needs to get to FC.
  - Kristin & Lisa will work on this

#### Committee Reports

#### **School Board Committee – Joel Pierce**

- Project Lead the Way (STEM) is now a supplement to the science curriculum.
- Streamlining the grading system to be more aligned to Plymouth School District.
- Jaguar Jog in September 2107 – Community Wide Event – 5K walk/run
- Special Technology Presentation at the March 18 Auction
- See the School Board minutes on the School website for more details on school activities

#### **Human Concerns Committee – No Update**

#### **Faith Formation Committee – Mike Sokol**

- Confirmation went well
- Strategic Plan for Faith Formation is completed – any revisions, let Ann Gamoke know

#### **Liturgy & Worship Committee – Keith Ott**

- This group has been busy
- New changes at Mass for Eucharistic Ministers and Ushers
- Focusing on our youth – getting them involved through ushers, lectors, choir
- Father John returns around April 1 and will pastor all SJB Holy Week events

### **Stewardship & Evangelization Committee – No Update**

### **APC – No Update**

### **Strategic Planning Committee**

- Great meeting last week
- Faith Formation strategy is set
- Stewardship– Lisa & Kristin for the next meeting on April 11, 2017
  - This is difficult task because there is no committee and Kristin & Lisa don't feel it is their place to decide what direction the parish wants to take on Stewardship
  - They will use the Archdiocese resources to create the plan, but creating a Stewardship committee will be the primary plan.
- School/Parish – Kent & Joel for the next meeting on April 11, 2017
- Evangelization – This is being covered in Faith Formation and is very much a “blanket” type of strategy that touches all the areas of the parish
- Financial – this is a blanket strategy as well, as it is part of all the other strategies.

### **Pastoral Report – Father Phil**

- Father Phil has put his name into the hat for the SJB/STA Pastor position.
  - No other pastors have applied
  - Will need Archbishop approval
- May 8-9, 2017 is a Priests Meeting at the Osthoff
  - Need to change our May PC meeting
  - May 3, 2017, 6:30PM in the School Conference Room.
    - Discernment & Finance Presentation

### **Old Business**

- Volunteer Gala – tabled until next fiscal year
- Discernment
  - Keith's term is expiring, but he will run again for a 2<sup>nd</sup> term
  - Kristin & Kent's terms are expiring and they are not eligible to run again. These 2 positions are open to parishioners
  - Mike Sokol will be moving out of the community in May. His final 2 years of his term will be filled by the council.
  - Any Parishioner over 18 years old is eligible.
  - Encouraging parishioners to serve will be published in the bulletin based on timeline schedule handed out at the last meeting.
  - This timeline will be pushed up one week due to the change in the May meeting date.
  - Some parishioners have been approached personally.

### **New Business**

- Communication Coordinator Position
  - Lengthy discussion regarding the need for this position. General consensus that it is desperately needed to cover many of the task on the Strategic plan.

- Communication consistency across the entire parish & school – email, website, social media, internal communication, newspapers, advertisements, etc.
  - New Fundraising Money could be tied to covering the salary of this position
    - Need specific job description / task list / projected salary / budget requirements / start date
    - Give to FC for budget planning
- Class of 1967 Alumni
  - Celebrating 50 years since graduation – class of 68 students!
  - Establish a Wall of Fame and a 50<sup>th</sup> Anniversary Fundraiser

### **Acknowledgements**

- The Jesuit Retreat in Oshkosh is an excellent experience. Members and parishioners should consider it.
- The Faith Formation group (Rose, Erin & Amy) are doing an excellent job and have great future plans.

### **Prayer & Adjournment**

- Motion to adjourn by Joel Pierce (Mike Sokol)
- Meeting Adjourned

**Next Strategic Meeting – April 11, 2017**

**Next PC Meeting – May 3, 2017 – Reflection by Ann Gamoke**

Respectfully submitted by Kristin Strehlow