

**ST. MATTHEW PARISH COUNCIL  
MEETING MINUTES  
November 26, 2007**

**Council Members Present:** Fr. Steve Stradinger, Fr. Bill Stanfield, Karen James, Blanche McQuitty, Sharon Tehan, Michael Kuick, Phill Unti, Cliff Shelton, Maria Schulner, Tom Marciniak, Mike Hofmann, Micki Klappa-Sullivan, Judy Wargin.

Excused: Matt Knorr.

**Formation: Next Steps for Strategic Planning/Visioning**

- Fr. Steve announced that he will be moving on to another assignment within the Archdiocese when his term ends in June 2008. Fr. Steve indicated that he will be making a recommendation that St. Matthew parish be assigned a full-time pastor.
- Fr. Bill stated that he has not heard from the Archbishop about whether there will be any changes in his current assignment.
- Given this announcement, the discussion regarding strategic planning/visioning was postponed and a discussion took place about the need to be prepared to submit a report to the Archdiocese about what our parish needs are and what we would need/want in a new pastor.
- Fr. Bill indicated that it would be beneficial to put together a parish report that included financial statistics, a vision statement, as well as the parish's strengths and needs. Fr. Bill will contact the Vicar for Clergy's office to obtain information for putting this report together.
- The draft strategic vision document was presented and reviewed. Several additional changes were recommended.

Next Steps:

- The December council meeting will be devoted to identifying what kind of a parish we are and determining what qualities we need/want in a pastor.
- B. McQuitty will revise the strategic vision document to include the recommended changes. The document will be presented for approval at the next meeting.

**Chairs Report:**

- K. James asked council members to consider volunteering to speak about their experiences as a parish council member during masses leading up to nomination weekend.
- In keeping with tradition, there will be a social following the December council meeting.
- Members were asked to contribute toward a council basket for the 2008 school auction. Members were asked to submit ideas for a basket theme to K. James.

**Pastor's Report:**

Fr. Steve

- The new bishop's ordination is scheduled for December 21<sup>st</sup>.

Fr. Bill

- Fr. Bill suggested that a communication be placed in the bulletin to inform the parish that the Parish Council will be involved in facilitating a process for change due to Fr. Steve's announcement that he will be leaving as pastor.
- The Archdiocese of Milwaukee will roll out its capital campaign in 2008. A decision needs to be made about how St. Matthew will join this capital campaign with our current campaign in January 2009.

**Liaison Reports:**

Christian Formation Committee (CFC) – P. Unti

- An informational meeting was held on October 30<sup>th</sup> to bring a standing CFC back into existence. CFC is one of the main areas of parish ministry.
- The committee name will be changed to Christian Formation Committee (CFC). This is being done in an effort to engage and energize people about the committee.
- The CFC will be a standing committee of the Parish Council with representation from the Youth and Child Formation sub-committee, Adult Formation, as well as parish council liaisons and representation from the Athletic Board, Home and School and Board of Education and any other committees that might fall under the ministry area of CFC.
- The next meeting will be held on January 2, 2008.
- P. Unti will put together a distribution list to be used for future communication about the CFC meetings.

ASCB – T. Marciniak

- Two drop safes have been purchased. One has been designated for use by the SCRIP program.

- M. Kuick stated that financial stewardship is running behind budget. If this continues, it could have a significant impact on whether we are able to offer any pay increases for staff next year.
- There are 26 families who are behind in their tuition payments, totaling approximately \$25,000.
- The Personnel Committee has invited the school's principal and the Board of Education to attend their next meeting to discuss future plans for the school.

Prayer and Worship – M. Schulner

- The committee viewed and discussed the "Living Our Faith" DVD. This DVD is available for all committees/councils to check out from the parish office.
- A discussion was held regarding the 11 indicators of an engaged parish.
- A discussion about mass times for holy days of obligation took place. A suggestion was made to consider having a mass of anticipation within the parish cluster (e.g. All Saints Day).

**Meeting Minutes:** The October meeting minutes were approved as written.

**Open to All:**

Debrief of the "Welcome Home" Evangelization Event

- 250 people attended the event. Very good feedback has been received.
- The council members shared their experience as facilitators at the event.
- The recording of Archbishop Dolan's talk will be posted on our website. P. Unti will notify parishes in the Southern Cross cluster once it has been posted on our website.

Parish Leadership Day

- Discussion was deferred until more information is gleaned about the changes to come with regard to the pastors.

Respectfully Submitted by:  
Blanche McQuitty  
Parish Council Secretary