

ST. MATTHEW PARISH COUNCIL

MEETING MINUTES – November 30, 2009

Parish Mission – *“We follow Jesus as a welcoming Catholic community of believers, fostering a life of active prayer and worship, sharing God’s word through education and action and reaching out in service to those in need.”*

Present: Mike Kuick, Karen Franckowiak, Troy Fields, Jeff Menz, Alan Bronikowski, Blanche McQuitty, Larissa Knorr, Julie Barber, Cliff Shelton, Fr. Pat, Mike Hoffmann, Chris Adams, Laurie Stodola

Excused: N/A

Reflection/Opening Prayer: T. Fields

Minutes: Alan Bronikowski moved to approve minutes of 10-26-09 PC meeting without corrections/additions and Mike Hoffmann seconded the motions. Minutes were approved.

Guest Speaker – Julie Barber

Julie Barber made a presentation entitled “Evangelization – Spreading the Good News of St. Matthew’s School”. She talked about how marketing had been done in the past including promotional fliers, postcards, yard signs, letters to families of preschoolers, ads in the local newspaper and preparation of folders for prospective parents. Recently, however, the Archdiocese of Milwaukee has partnered with Teuteberg Associates to create a print portal.

Teuteberg focuses on three marketing targets: (1) Ambassadors (60% of time/resources), (2) prospects (30% of time/resources), and (3) universe (10%). Each focus was identified and marketing to those areas were discussed. (Copy of presentation is attached to minutes).

Old Business

Evangelization – Alan Bronikowski

Alan Bronikowski discussed the issue of mailing postcards to parishioners informing them of the schedule for services during Christmas. He provided a sample postcard, indicated that the cost of mailing was about \$160, print time still needs to be verified and audience clarified. It was approved to move forward with this project.

It was suggested that we continue our efforts to find new methods of marketing our parish. Timing is always an issue, therefore, we should look at ideas for the Easter season. Some ideas that were discussed for the future included a “Living Nativity” at Christmas or a setting including soldiers guarding the Lord’s tomb at Easter.

Communication Committee is working on an edition of the BUZZ, another evangelization tool.

Budget Process – Cliff Shelton

Cliff Shelton indicated that we need to keep the Budget Process as a priority. Parish Council needs a clear understanding of how committees are doing. It was identified that the Personnel Committee is putting together concrete ideas based on financial assumptions to present to the Finance Committee. Finance Committee is looking at insurance costs but that issue remains a moving target. By December there should be some more firm numbers and an update presented to Council in January. We are probably looking at a zero growth budget, therefore any committee planning a big ticket item needs to communicate that at the earliest possible time..

Liaison Reports:

- (1) Christian Formation Committee (CFC)** – About 200 volunteers, with a good cross sections including Families of Faith, Gift, School Families and Building and Grounds took part in the parish work day. It was seen as successful. Perhaps we need to notify school families earlier so that there is greater school parent involvement.

The committee is continuing to review school tuition policies and are discussing an increase in non-catholic students becoming a larger financial percentage of the cost of the school

Active membership in the Holy Name Society is decreasing and there is some concern regarding this issue.

Home & School is continuing to discuss the changes in their By-Laws. They want to make sure that larger dollar items targeted over several years can be funded (such as purchase of new equipment for school playground and work on the basketball court).

- (2) Prayer & Worship** – Committee did not meet.
- (3) Stewardship** – Pizza party social and St. Nick for newer members scheduled for after the 5:00PM mass Saturday, December 5th.
- (4) Southern Cross** – This committee is looking at evangelization including bring in several programs including one for Catholic's who have fallen away from the church. This committee is looking to St. Matt's Southern Cross budget for start-up materials for a six week session. Council is not opposed to project but suggest caution be used before proceeding. All areas and any unexpected consequences should be looked at.
- (5) Social Ministry** – This committee did not meet.
- (6) ASCB – Building & Grounds** – Work has started in preparation for installation of the new boiler. Parishioners have already taken care of asbestos removal in the furnace area. The proxy to the Archdiocese was signed November 30th and the boiler will be ordered at the next meeting. The Security System has been put on hold until the boiler project is completed. Work continues in the South Wing with the removal of asbestos and installation of lighting.
- (7) ASCB – Finance** Financially the parish is doing okay, however, there is some concern over the cost of background checks for volunteers. The cost is now over \$2,000 and only \$800 was budgeted. These checks are required to be re-done every five years. Tuition collection continues to be an issue. The parish has lost the tenants from the rental property next door.

- (8) Stewardship** - Committee sponsored a pizza party with a visit from St. Nick for newer members of the parish on Saturday after the 5:00PM mass.

Chairperson's Report

C. Shelton encouraged committees to work together and continue to reach out to the community.

Fr. Pat's Report

The proxy request letter for our boiler (because of deficit budget) is being sent to Bishop Callahan. Faith in Our Future – a summary and sketches of the plan will be followed up in January. “Piggy Bank” art board showing how the monies from FIOF will be spent is displayed in the Gathering Space. Our organ may be “dying’ sooner than we hoped and we may need to look to parish reserves should we need to purchase one sooner than scheduled from FIOF monies.

Closing Prayer – B. McQuitty