

## ST. MATTHEW PARISH COUNCIL

### MEETING MINUTES – September 26, 2011

**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:** Chris Adams, Steve Anderson, Alan Bronikowski, Donna Dugan, Steve Joosten, Mike Kuick, Larisa Knorr, Mike Hofmann, Blanche McQuitty, Fr. Pat, Cliff Shelton

**REFLECTION/OPENING PRAYER:** Donna Dugan

**MINUTES:** Alan Bronikowski moved to approve minutes of the 8-29-11 PC meeting as provided, and Steve Joosten seconded the motion. Minutes were approved.

#### **ACTIONABLE:**

##### **Review Home and School Bylaws**

Chris Adams provided the council with a copy of the Home and School bylaws for review. Changes were reviewed. The change regarding carryover of funds was discussed. It was determined that the bylaws should be forwarded to finance committee for their review of the matter in question. Approval of bylaws to be delayed until council is advised by finance committee. School committee to be included in the next finance meeting (as well as other parish organizations that raise funds) to discuss procedures regarding organizational finances. **Chris Adams to contact Bill Ahlstrom regarding the above.**

##### **Confidential Financial Statement Approval**

Fr. Pat provided the council with a copy of the confidential financial statement for review. The statement was reviewed and discussed. The report reveals an approximate \$2000 loss. The CFS report is being filed at this time per archdiocesan requirements. It was determined that the parish financial meeting to discuss this report will be scheduled at a later date - when the investigation into financial irregularities is concluded – so that both issues may be addressed at the same time. The motion for approval was passed by consensus vote.

#### **LIAISON ROLES:**

- (1) **Christian Formation Committee (CFC) – Cliff Shelton** – Has not met.
- (2) **Prayer & Worship – Larisa Knorr** – Will be meeting on September 29, 2011.
- (3) **Southern Cross – Fr. Pat** – Refer to Evangelization report.
- (4) **Evangelization – Steve Joosten and Cliff Shelton** – Southern Cross Evangelization met on 9/12/11. They discussed progress with cluster-based evangelization efforts, including: Sharing Saturday, Mass for the Deaf, summer camp for kids, the Annulment Session and the Catholics Returning Home Event with Fr. Bernie Sippel. St. Louis has been participating with some Racine Parishes to celebrate youth masses. A youth event was discussed, with plans to have this occur in the spring of 2012. A youth mass

followed by a concert or social event is being considered. St. Matthew's ability to support these events was discussed.

- (5) **Social Ministry – Chris Adams** – Has not met.
- (6) **Parish Life – Larisa Knorr** – Met on 9/15/11. Hospitality to continue at least once a month, with school/religious ed to host once a month. Standing committees are encouraged to consider hosting hospitality for a month. Committee chairs to email Elizabeth Ruthmandorfer to set this up. A Winterfest is being planned for Mid February, which will include a chili contest and a bake off. Volunteers will be needed.
- (7) **ASCB – Building & Grounds – Alan Bronikowski** – Building security issues continue to be evaluated and updated, as needed. FIOF work will be completed with the installation of four ceiling fans. The new playground set is nearly complete, with four benches remaining to be installed. Cemetery work is nearly complete. A crying room, day chapel and sound system are being considered for the church. May need to consult an architect. Other capital projects (with no immediate need) include: parking lot repair, church/school roof replacement, rectory roof and boiler replacement, unit vent replacement in church/school and windows in church/school.
- (8) **ASCB – Finance – Mike Kuick** – Overall, the parish budget is 2K short. School enrollment is at 197 and the school is running fairly close to budget. The parish has hired an administrative assistant.
- (9) **School Committee – Chris Adams** – To meet the first week of October.

**CHAIRPERSON'S REPORT: Blanche McQuitty**

APC District Meeting to be held on October 12, 2011. Blanche will clarify time line for bylaws revision at that meeting.

**PASTOR'S REPORT: Fr. Pat**

- 1) St. Matthew's had a facilities check completed in September, per archdiocesan guidelines.
- 2) Metro sound has evaluated St. Matthew's regarding the needed sound system, with estimate pending.
- 3) District 15 Priests met and discussed possible credit checks for all parish trustees.
- 4) An Administrative Assistant was hired due to the absence of a secretary.
- 5) The red envelope collection has brought in \$3100 since July.
- 6) Stewardship has increased over the summer months.
- 7) October issues to be addressed from the pulpit include: liturgical changes, parish financial plans, and a visit from Urban Academies the last Sunday of October.

**DISCUSSION: Strategic Planning**

Blanche McQuitty provided the council with a document detailing strategic planning goals for St. Matthew's. She asked all council members to review the document before next meeting in preparation for a discussion to determine where the efforts of council should be directed. Ideally, focus should be on one or two areas.

**CLOSING PRAYER: Steve Joosten**