

**MINUTES**  
**PASTORAL COUNCIL MEETING**

**January 14, 2014**

The monthly meeting of the Pastoral Council was held on Tuesday, January 14, 2014 in the Social Hall. The chair, Debbie Kelly, called the meeting to order. The minutes for the December 3rd meeting were approved.

**In Attendance:**

**Council Members:** Debbie Kelly, Nan Nichols, Mark Molnar, Mary Ann Cronin, Ed Drechsel, Thelma Horton, Magdalene Howell, Tom Trudeau

**Ex-Officio Members:** Father Jim

**Old Business:**

**New Property:** Father Jim reported that the tenants will be moving out of the ALC by the end of February.

**Ministry Corner:** Nan Nichols will write an announcement of the upcoming 75<sup>th</sup> anniversary for the bulletin. The following week a half sheet insert will be put in the bulletin to request suggestions and assistance from parishioners in planning the events.

**Ministry Fair:** A Ministry Fair will be held on June 8 in the Social Hall for the purpose of recruitment not selling. Mark Molnar will draft an invitation to all ministry heads. The ministry fair will be advertised in April in the bulletin.

**New Business:**

**Budget:** Budget items were discussed and approved for Finance Council:

500 for Parish Fall Retreat

200 for Parish Council needs

400 for Stewardship

4400 for Parish Community Life

800 for Pastoral Care/ Bereavement

**Current Year Repair Priority:** A list of repairs to be made in the case of extra funds was reviewed and discussed with the purpose of prioritizing. Fr. Jim stated that extra funds will probably not be available. Council moved demolition of the house on the new property to top priority due to safety concerns and diocesan request.

**75<sup>th</sup> Anniversary:** After discussion, a motion was passed to have a weeklong celebration with a spiritual, historical or social event to be held each day from May 11<sup>th</sup> through May 18<sup>th</sup>.

**Lenten Fish Fry:** KOC will do the Fish Fry this year instead of Parish Council.

**Donuts after Mass:** There will no longer be a charge for donuts. It will be announced at Masses that donations will be accepted to support Youth Ministry.

**Next Meeting:** Next meeting will be on Tuesday, February 4, 2014 at 7:00 pm in the Social Hall.

**CLOSING:** Debbie Kelly closed the meeting

Respectfully Submitted

Nan Nichols

## MINUTES

### PASTORAL COUNCIL MEETING

March 12, 2014

The monthly meeting of the Pastoral Council was held on Wednesday, March 12, 2014 in a classroom. The chair, Debbie Kelly, was absent so Father Jim called the meeting to order. The minutes for the February 4th meeting were approved.

#### **In Attendance:**

**Council Members:** Nan Nichols, Mark Molnar, Mary Ann Cronin, Ed Drechsel, Thelma Horton, Magdalene Howell, Tom Trudeau, Elizabeth Martin, Ritamarie Guest

**Ex-Officio Members:** Father Jim, Sandy Mattson

#### **Old Business:**

**Charitable Giving:** Jim Novotny gave the 4<sup>th</sup> Quarter report on BINGO. Total donations to St. Therese are projected to be \$9,100 for calendar year 2013. There is a need for volunteers and a desire that more parishioners attend. (see attachment)

**Neighborhood Communities:** Sandy Mattson gave a status report on Neighborhood Communities. He reported positive reception to inquiries he has made to some possible community leaders. Leaders will receive training. Hopefully, the first groups will begin by the week of the 75<sup>th</sup> Anniversary. Father will write a page insert for the bulletin to explain neighborhood communities to parishioners, but he wants to wait to speak at Mass till after Easter. They have found a map to use to indicate where neighborhood communities are located and the number of families in each. They plan to hand out neighborhood labels at the 75<sup>th</sup> Anniversary picnic.

**Ministry Fair:** Mark Molnar presented the draft of his invitation to all ministry heads for proofreading.

**New Business:**

**75<sup>th</sup> Anniversary:** Father Jim gave an update on the 75<sup>th</sup> Anniversary using notes from their last meeting. Rita Guest gave an update on her progress on the book of history of St. Therese and asked for names of longtime parishioners to interview. Father asked that we order 500 copies.

**Newly Purchased Building:** Demolition was discussed including questions about what could be salvaged.

**Next Meeting:** Next meeting will be on Tuesday, April 1, 2014 at 7:00 pm in the Social Hall.

**CLOSING:** Father Jim closed the meeting

## MINUTES

### PASTORAL COUNCIL MEETING

April 1, 2014

The monthly meeting of the Pastoral Council was held on Tuesday, April 1, 2014 in a classroom. The chair, Debbie Kelly, was absent so Father Jim called the meeting to order. The minutes for the March 12th meeting were approved.

#### **In Attendance:**

**Council Members:** Nan Nichols, Mark Molnar, Mary Ann Cronin, Ed Drechsel, Magdalene Howell, Tom Trudeau

**Ex-Officio Members:** Father Jim

#### **Old Business:**

**Neighborhood Communities:** There will be name badges with neighborhood numbers ready for the picnic on May 18<sup>th</sup>. Father Jim will explain the Neighborhood Communities to parishioners either from the pulpit or in the bulletin prior to the picnic.

**Diocesan Evangelization Plan:** Father Jim will be attending a meeting to learn more about the Diocese's plan to encourage lapsed Catholics to return to the church.

**Pledge Drive:** Finance Council has expressed the need for a Pledge Drive to increase our offertory. Parish Council is responsible for organizing it and Father suggested we wait until the fall due to the decline in Mass attendance during the summer months.

**Newly Purchased Building:** Tenants will need to put their belongings in storage and move out by the end of the month so the building can be demolished.

**New Business:**

**75<sup>th</sup> Anniversary:** Regular meetings have been held and things are progressing as planned.

**BINGO:** Attendance on Monday was the highest so far with an increased attendance by parishioners. Due to a recent incident it was recommended that the sheriff's department be available as volunteers leave the building with money after BINGO.

**Next Meeting:** Next meeting will be on Tuesday, May 6, 2014.

**CLOSING:** Father Jim closed the meeting

## MINUTES

### PASTORAL COUNCIL MEETING

May 6, 2014

The monthly meeting of the Pastoral Council was held on Tuesday, May 6, 2014 in the Social Hall. The chair, Debbie Kelly, called the meeting to order. The minutes for the April 1st meeting were approved.

#### **In Attendance:**

**Council Members:** Debbie Kelly, Nan Nichols, Mark Molnar, Mary Ann Cronin, Ed Drechsel, Magdalene Howell, Elizabeth Martin, Thelma Horton

**Ex-Officio Members:** Father Jim

#### **Old Business:**

**75<sup>th</sup> Anniversary:** Last Committee meeting will be held on May 7 to iron out last minute details.

#### **New Business:**

**Budget:** Sylvester McClellan, Finance Council Chair, presented the proposed budget for 2013-2014. The budget included a deficit of \$18,789 which is due in part to anticipated expenses resulting from the mandatory Diocesan Evangelization plan. Magdalene Howell moved "that budget be accepted as presented with the caveat that we (council) will accept responsibility to develop a plan to raise the additional \$18,789." The motion was adopted after debate.

**Parish Council Elections:** There are two vacancies. Elections were supposed to be held in April. Debbie Kelly agreed to chair until new members have been elected. Council members were encouraged to invite parishioners to run and hand out applications. Applications will be accepted until May 31. Election will be held the third weekend of June (June 13 and 14). Terms will begin immediately after election.

**Other Business:**

**Donation plaques:** They are currently located at the end of the hall. Could they possibly be moved to a more visible area in the church building? Father preferred they be left where they are since those parishioners donated to the original building where they are displayed.

**Standing during the Eucharist:** Father will put an explanation in the bulletin to refresh parishioners about the reason we do this.

**Next Meeting:** Next meeting will be on Tuesday, June 3, 2014 at 7pm.

**CLOSING:** Debbie Kelly closed the meeting



## MINUTES

### PASTORAL COUNCIL MEETING

June 10, 2014

The monthly meeting of the Pastoral Council was held on Tuesday, June 10, 2014 in the Social Hall. The chair, Debbie Kelly, called the meeting to order. The minutes for the May 6th meeting were approved.

#### **In Attendance:**

**Council Members:** Debbie Kelly, Nan Nichols, Mark Molnar, Ed Drechsel, Magdalene Howell, Elizabeth Martin, Tom Trudeau, Rita Guest

**Ex-Officio Members:** Father Jim

#### **Old Business:**

**75<sup>th</sup> Anniversary:** Positive and negative aspects were discussed. Magdalene will create a survey to get parishioner comments about the 75<sup>th</sup> Anniversary events. Cost of a statue of St. Therese through Hogge Funeral Home is \$7900 in marble and \$6000 in granite. It was agreed that the money should be raised before ordering. Nan will ask Ann Foster to design a flyer for the bulletin asking for donations.

**Adult Learning Center:** Tenants have moved out.

**Parish Council Elections:** Due to a lack of nominations this year, a motion was made that Tom Trudeau will serve one more year. Debbie Kelly will step down. Elections will be held next April as scheduled. The motion passed.

**Neighborhood Communities:** Debbie Kelly read a letter from Pat Snyder who shared her concern regarding how the neighborhoods were divided. This concern has come up before so Tom Trudeau volunteered to discuss possible solutions with Sandy Mattson. It was suggested that Pat Snyder be involved in the discussion.

**New Business:**

**Ministry Fair:** The Ministry Fair will be rescheduled to October 4 and 5 if the Social Hall is available. Debbie Kelly will notify ministry chairs of the new date by email.

**Budget Shortfall:** Debbie Kelly volunteered to study the budget numbers and prepare some ideas for fundraising which she will present at the next meeting. Father would like to see an annual event aimed at increasing the offertory numbers. Parish Council members will make an announcement from the Altar to ask for parishioners interested in helping organize a Pledge Drive.

**Next Meeting:** Next meeting will be on Tuesday, July 1, 2014 at 7pm.

**CLOSING:** Debbie Kelly closed the meeting

## MINUTES

### PASTORAL COUNCIL MEETING

July 1, 2014

The monthly meeting of the Pastoral Council was held on Tuesday, July 1, 2014 in the Social Hall. Interested parishioners were invited to attend this meeting to discuss the finances of the parish and organization of a pledge drive. The chair, Debbie Kelly, called the meeting to order. The minutes for the June 10th meeting were approved.

#### **In Attendance:**

**Council Members:** Debbie Kelly, Nan Nichols, Ed Drechsel, Magdalene Howell, Elizabeth Martin, Tom Trudeau, Rita Guest, Mary Ann Cronin, Thelma Horton

**Ex-Officio Members:** Father Jim

#### **Old Business:**

**Parish Council Chair:** Mary Ann Cronin will chair Parish Council for the remainder of the year.

**Neighborhood Communities:** Deacon Mattson met with Pat Snyder regarding her concern about how the neighborhoods were divided. On July 20<sup>th</sup> Deacon Mattson, Pat Snyder and Tom Trudeau will meet after the 10:30 Mass to determine possible alternatives.

**Ministry Fair:** The Ministry Fair will be rescheduled to October 11 and 12 due to a scheduling conflict. It will be held in the Social Hall in combination with the KOC recruitment. Mary Ann Cronin will notify ministry chairs of the new date by email.

**Statue of St. Therese:** The upcoming pledge drive needs to take priority at this time.

**New Business:**

**Annual Pledge Drive:** Debbie Kelly researched the budget numbers and presented a pledge drive based on “Sacrificial Giving”, which comes from substance. Father expressed the need for at least a two year pledge drive to prepare for the increased expenditures due to the Diocese Capital Campaign which will begin next year. After discussion, a motion was made for Parish Council to proceed with a two year increased offertory Pledge Drive. The motion passed. Debbie Kelly offered to serve on a committee that would organize the pledge drive. The first meeting of the committee will be on July 15<sup>th</sup> at 7 pm in the Social Hall. Father will ask for volunteers from the parish to serve on the committee.

**Youth Ministry:** Youth of the parish would like to know of upcoming events for which they can participate. They will be asked to help set up for the Ministry Fair.

**Next Meeting:** Next meeting will be on Tuesday, September 2, 2014 at 7pm.

**CLOSING:** Debbie Kelly closed the meeting

## MINUTES

### PASTORAL COUNCIL MEETING

September 2, 2014

The monthly meeting of the Pastoral Council was held on Tuesday, September 2, 2014. The chair, Mary Ann Cronin, called the meeting to order. The minutes for the July 1st meeting were approved as corrected.

#### **In Attendance:**

**Council Members:** Mary Ann Cronin, Nan Nichols, Mark Molnar, Magdalene Howell, Tom Trudeau, Thelma Horton, Elizabeth Martin

**Ex-Officio Members:** Father Jim

#### **Old Business:**

**Pledge Drive:** Debbie Kelly, Chair of the Pledge Drive Committee, explained the process used to develop the brochure and pledge cards that were mailed to parishioners on September 2. The mailing will be followed up with weekly bulletin notices, Prayers of the Faithful, and a Homily. There was discussion about the need for council members to be informed and available to parishioners who have questions about the pledge drive. Father Jim will make himself available at a certain time to answer questions.

**Neighborhood Communities:** No report

**Ministry Fair:** Although there is a scheduling conflict the Ministry Fair will still be held the weekend of October 11-12. There was discussion as to how to manage this.

**New Business:**

**Election of Vice-Chairperson:** Magdalene Howell was elected to serve as Vice-chairperson for this year.

**Capital Campaign Funds:** Funds we received from this year's annual appeal will be used to make our facility more handicaps friendly. Improvements to the audio system and bathrooms will be included. Father asked that we develop plans to use the fall 2015 funds.

**Justice and Peace Committee:** Deedee Rice is the new chair of the committee and she has requested suggestions for projects they could take on.

**Next Meeting:** Next meeting will be on Tuesday, October 7, 2014.

**CLOSING:** Mary Ann Cronin closed the meeting.

## MINUTES

### PASTORAL COUNCIL MEETING

October 7, 2014

The monthly meeting of the Pastoral Council was held on Tuesday, October 7, 2014. The meeting was called to order by Father Jim at 7:06pm. The minutes for the September 2<sup>nd</sup> meeting were approved.

#### **In Attendance:**

**Council Members:** Mary Ann Cronin, Mark Molnar, Nan Nichols, Magdalene Howell, Tom Trudeau, Ed Drechsel

**Ex-Officio Members:** Father Jim

#### **Old Business:**

**Pledge Drive:** There have been only 87 responses of the over 400 pledge cards sent. There was discussion about the results and Father would like to discuss further steps with the Pledge Drive Committee.

**Ministry Fair:** The Ministry Fair will be held the weekend of October 11-12. Mark Molnar will get details from Debbie Kelly so he can set up tables before the 5:00 Mass that weekend.

#### **New Business:**

**Parishioner Comments and Concerns:** In the future there will be a portion of each Parish Council Meeting set aside to discuss parishioner concerns. This discussion will not be included in the published minutes.

**Upcoming Meeting:** Father Jim reported a proposed meeting by Msgr. Keeney, a National Roundtable speaker, to facilitate a discussion on how parish councils meet; their effectiveness, planning for the meetings, makeup, and so forth. No date has been set.

**Next Meeting:** Next meeting will be on Tuesday, November 4, 2014.

**CLOSING:** Mary Ann Cronin closed the meeting.



## MINUTES

### PASTORAL COUNCIL MEETING

November 4, 2014

The monthly meeting of the Pastoral Council was held on Tuesday, November 4, 2014. The meeting was called to order by Mary Ann Cronin at 7:00pm. The minutes for the October 7<sup>th</sup> meeting were approved.

#### **In Attendance:**

**Council Members:** Mary Ann Cronin, Mark Molnar, Nan Nichols, Tom Trudeau, Ed Drechsel, Rita Guest, Thelma Horton, Elizabeth Martin

**Ex-Officio Members:** Father Jim (a portion of meeting)

#### **Old Business:**

**BINGO:** Terry Greer and Carol Wezensky presented the report on Charitable Gaming for the 1<sup>st</sup> Quarter of the 2014-15 fiscal year (handout). In the 1<sup>st</sup> quarter donations to Saint Therese have already reached 68% of the projected donations for the year. There was discussion about how these donations can be used by the parish. Mary Ann suggested that monetary contributions made by Bingo be listed in the bulletin with an explanation describing what the funds can and cannot be used for.

**Pledge Drive:** Debbie Kelly will bring all pledge drive materials to the church office and Mary Ann will write her a letter to thank her for coordinating the Pledge Drive. There was no further information on the status of the pledge drive at this time.

**Ministry Fair:** Attendance was good. Mary Ann will send an email to ministry heads to determine recruitment numbers as this may be something we would want to do every year.

**New Business:**

**Capital Campaign:** Father Jim reported that this campaign to raise money for the diocese will begin in our parish in the late spring of 2015. The goal is for Saint Therese parishioners to contribute \$375,000 with one third of that amount being returned to our parish for projects within our own parish. Possible projects should something parishioner will want badly enough that they will contribute. Possibilities include a covered walkway and drop off area at the entrance to the church building. There was discussion concerning who will be responsible for marketing the campaign.

**Leadership Dinner:** A Leadership Appreciation Dinner will be held on November 22. Council members were encouraged to attend.

**Parish Council Election:** There are five seats on Parish Council to be filled this year. Elections will be held in the spring. Mary Ann called for volunteers to serve on the Nominating Committee (three members are needed on the committee).

**Next Meeting:** Next meeting will be a social on Tuesday, December 2, 2014 at Tom Trudeau's home.

**CLOSING:** Mary Ann Cronin closed the meeting.

## PARISH COUNCIL MINUTES

DECEMBER 2

Members present: Rita Guest, Mark Molnar, Tom Trudeau, Mary Ann Cronin

Ex Officio: Fr. Jim Cowles

Call to order: 7:20

Opening Prayer: Fr. Jim

Minutes:

Tom Trudeau moved to approved minutes as amended.

Mark Molnar seconded motion.

Old business:

Tom Trudeau, Mark Molnar and Nan Nichols appointed to the Nominating Committee for Parish Council elections.

Father's Comments:

- Parish Council elections must be well publicized this year.
- Rental property offered to church as right of first refusal. Rita Guest moved that we refuse the offer. Discussion followed. Mark Molnar seconded the motion. Motion passed.
- Annual Appeal: any money the parish receives back from Diocese will be used to install a "loop" in the sanctuary to aid those who have hearing loss. This is a number one priority for 2015.
- "Living Our Mission" begins January – February . Diocese would like to have our suggestions as to what will be done with the money that comes back to the Parish. Representatives from the Diocese will meet with the leaders of the parish to hear our suggestions on December 17 at 10:00 a.m. Some of the ideas that came up at the Parish Council meeting were improving the exterior of the church, reconfiguring the parking lot, and evangelization. Tom Trudeau motioned to accept these suggestions and present them to the Diocese. Mark Molnar seconded the motion. Motion passed.

Rita Guest inquired about the progress of the offertory increase.

Meeting adjourned: 8:10

Submitted by Mary Ann Cronin

For Nan Nichols, Secretary

