

ST. BRUNO PARISH
PASTORAL COUNCIL MINUTES
October 27, 2015

Members Present: Fr. Ralph Gross, Fr. Chuck Wrobel, Scott Vandenhouten (Chair), John Mezydlo Jr. (Vice Chair), Jerry Dorff, Jenny Harnack, Joe Kuenzli , Bob Leonard, Louise Diodato (Secretary)

Members Excused: Amanda McCullough Borth, Steve Paquin, Mary Pfaff, Pat Seegers

Visitors: Rita Borowski

Approve Previous Minutes: Jerry moved that the September 22 minutes be approved. John seconded the motion. Motion carried.

Thank You Cards

- Rita Mezydlo, Heather Mezydlo, Betty Igl, Sharon Burt

A. Old Business

- The Turkey Dinner was a success. Five hundred fifty dinners were sold and the profit was \$3,300.00. About 150 presale tickets were sold. We planned for 750 dinners, but the vendor didn't provide enough food. In addition, the vendor was late in bringing the food by at least an hour. By 1pm all the dinners had been sold, so some people were disappointed.
- About 9,500 people attended the Soles for Catholic Schools walk. St. Bruno School raised \$1,200.00 for tuition assistance. This was the third year of the event.
- Common Meeting Night was discussed. There doesn't appear to be significant interest in having a night when all the committees meet. The Council decided to not have it this year.
- The Pastoral Council, Finance Council, Pastoral Staff will have a retreat October 31 at Camp Quad. Michelle Nemer, Associate Director of Planning and Councils, will make a presentation in the morning based on the book by Matthew Kelly, Four Signs of a Dynamic Catholic, and share information about the #iEvangelizeMKE initiative. After lunch, Tim Dittman will discuss priorities for the Pastoral Council, so that the Finance Council can use those as a guide for their own work. Finally, Father Ralph will present information and a couple of exercises relating to the upcoming Year of Mercy celebration. Each Deanery will have a Church with a Door of Mercy. We will discuss what St. Bruno Parish should do during the Year of Mercy.

B. New Business

- The Council reviewed the Pastoral Council Goals revision. See attachment.
- Father Ralph shared information about the St. Bruno Endowment.
 - In the late-1990s, several parishioners wanted to start an endowment that eventually would provide assistance to programs/projects in the annual parish budget. While the endowment continues to grow the parish has taken \$3,000 each year for the parish budget. Once the endowment was initiated there hasn't been any special fund-raising drive. However, people have made donations in honor or in memory of someone.
 - The money is managed by The Catholic Community Foundation (CCF), which has ten conservative investment tools. St. Bruno Parish doesn't have to decide how to invest the money. Today, CCF has \$75 million invested. St. Bruno Parish has about \$420,000 invested.
 - St. Bruno School has received grants from CCF for the last three years; the money is used for tuition assistance.

C. Pastor's Report/Calendar

- 11/1 – Artisan Vendors Sale, St. Bruno School Gym.
- 11/1 – 11/2 – All Saints Day and All Souls Day.
- 11/2 – Mass of Remembrance 7:00 p.m.
- 11/7 – Women of Christ Conference in West Bend.
- 11/7 – 11/8 KC Kringle Sale Orders – Proceeds to support Seminarians.
- 11/8 – Pot of Gold Raffle Drawing – Sell your tickets!
- 4/30/16 – Save the Date – St. Bruno Men Who Cook.

- The Holy Father was asked by the Bishops to write about Family. Pope Francis called for a Synod in Rome on the Family which just ended. Representatives (Bishops) from all over the world attended. Ninety-four issues were finally drafted and discussed, voted on, and action planned.
- Administrative Structure: Father Ralph explained that due to resignations and retirements, St. Paul and St. Bruno Parishes have the opportunity to reorganize the administrative structure of the parish staff. A number of options were reviewed; input was considered; and finally one option was chosen. Father Ralph reminded the Councilors that Pastoral Councils are not involved with personnel decisions.
 - The new administrative structure will be: a full-time Cluster Director will serve both Parishes. A full-time person will be hired in September 2016. Rita Borowski will take on the job on an interim bases: she will continue as half-time Consultant for the length of her contract (September 2016); and she will take on the Cluster Director position half-time for one year. At the end of her contract, in September 2016, she may apply for the full-time position of Cluster Director. The responsibilities of the Cluster Director will be posted; Father Ralph's salary will be used to fund the full-time Cluster Director.
 - Two 32 hour Business Managers will be sought; one for each Parish. The Search Committee will interview candidates in November, 2015.
 - Existing support staff will continue.

D. Strategic Planning / Transition Initiative (See attachment)

- A core group is needed to lead in the development and implementation of a plan for Mass schedule changes as a result of having one Pastor for both parishes. Joe and Scott have volunteered. Please prayerfully consider becoming part of this group.

E. Liaison Reports

- The Deanery Archdiocesan Pastoral Council: Please see attached Highlight Summary from Paul Hoffman.
- Communications: No meeting.
- Faith Formation:
 - A summer catechetical program called Totus Tuus will be used the last week of July 2016.
 - Instead of a mission trip out-of-state, Sarah is planning a mission trip to Milwaukee for the teens the last week of July.
 - Catholic ID is a program that Mary would like to start with adults at St. Bruno and St. Paul.
- Human Concerns: no report.
- Prayer & Worship:
 - Committee met with new volunteers for Art and Environment, Stephanie Smith and Cathy Romano. Rebecca Ramage (not present) will coordinate the team. They will meet in the following weeks to develop an action plan after going over materials.
 - A discussion on how to involve more youth in various church ministries was discussed and the need for parent involvement was desired to facilitate.
 - Discussion on whether the common meeting would be held this year. The topic will be addressed at a later meeting.
- School:
 - Both schools met together to review script and questions that will be used when contacting other private schools.
 - Next school committee will be joint again with a guest speaker from Wisconsin Parental Choice Program 11/9/15.
 - Searching for grants is a priority.
 - PowerSchool which is an online software product has been delayed. Parents should be able to see grades soon.
- Stewardship:
 - Review of Turkey Dinner. Many thanks to Heather and Rita Mezydlo for chairing the first Take-Out Turkey Dinner.

- Pot of Gold Raffle – Covering table before/after Masses to collect and sell tickets.
- Coverage for monthly New Parishioner Welcome/Sign Ups.
- Promote Soles for Catholic Education Walk.
- St. Bruno's Men Who Cook Dinner and Auction – to be chaired this year by Karen Hoffman and Heather Mezydlo.
- Buildings and Grounds: no report.
- Finance Council:
 - Financials as to budget/income are on track. No red flags on the horizon.
 - Meeting turned to the election of officers for the coming year: Tim Dittman agreed to stay on as chair. Jim Keller was appointed as the recording secretary.
 - Problems with the church lighting. Modules are failing. Company producing these is out of business. Looking for parts. Dimming systems have been bypassed. Looking at converting to LED to avoid future failings. Cost to do so to be determined.
 - Kitchen commercial freezer is not holding proper temperature. To replace, or continue recharging? Replacement \$5-6K; recharge every so often (two years or so) \$250-300. Continue recharge much more the route to go financially. Cost to recharge should be Buildings & Grounds item.
 - Much thought has been given to the direction of the St. Paul & St. Bruno parishes IAW strategic planning. Plan at this point would be to hire a Parishes' Director, to whom the business managers of the two parishes would report. Solicitations for these positions are in the works. Interviews in November.

F. Choose a Question for the “Conversation Starter of the Month”

In lieu of coming up with a specific question, please make sure to interact with our fellow parishioners and keep your eyes and ears open as to what's on the parishioners' minds.

Meeting adjourned at 8:45pm

Next meeting: Tuesday, November 24, 7pm at St. Bruno

Prepared and submitted by

Louise Diodato

**Parish Goals – St. Bruno Catholic Parish
July 1, 2015 – June 30, 2016**

1. Define Ministries and Committees, identify a Lead person for each with contact information (name, phone, email) by 11/1/15 and publish in booklet form to be communicated throughout Parish and School before 2/1/16. (Carried forward from prior goals set).
2. Clarify and refine information about the proposed Right to Life memorial monument; gather data and parishioner input so that evaluation and final decision can be rendered by 4/1/2016. If supported as parish endeavor, submit to Archdiocese by 5/1/16. (Carried forward from prior goals set).
3. Coordinate with Archdiocese to receive Synod education and tools as they come out through 4/30/16. Determine future resulting Parish expectations and outcomes by 5/1/16.
4. Develop mechanism to track Mass attendance by 1/1/16. Implement monthly Council reporting on those numbers. Develop plan to address trends by 5/31/16.
5. Monitor Strategic Initiatives and timeline identified in 2015 to ensure that all are progressing and able to be completed as scheduled through this year. Assist in managing any roadblocks or delays.
6. Continue collaborative communication for leadership between St. Paul and St. Bruno Pastoral Councils with minimum of two gatherings for the leadership by 6/30/16.

APC HIGHLIGHT SUMMARY:

TO: St. Bruno Pastoral Council
FROM: Paul G. Hoffman, Esq.
DATE: October 1, 2015

Re: Highlight Report from Fall 2015 District Assembly of Parishes Meeting
on September 30, 2015, at St. Paul Parish

Father Ralph, Scott Vandenhouten and I attended the above meeting, representing St. Bruno Parish. Highlight report is as follows:

1. An update on new deanery or district configuration was that the current configuration will remain the same for the next year, although there will be further discussion on combining districts, particularly in northern parts of the archdiocese.
2. Respecting synod implementation, Father Ralph pointed out the bulletin insert that is coming from the archdiocese and reflection questions being e-mailed to parish and staff leadership. Michelle Nemer, attending for the archdiocese, mentioned if parish leaders were not on the routing list for the reflections and other archdiocesan communications, they should advise their parish secretary to make sure their names are added to the appropriate e-mail list.
3. On parish reports, St. Charles and Blessed Theresa both are in the midst of capital campaigns for building expansions. St. Jerome reported having a new priest and new youth ministry director. St. Bruno reported on its new combined meeting structure with St. Paul. St. Joseph – Big Bend reported on a new Catholic identification program implementation combined with the ARISE program. St. Paul reported on a dramatic increase in Catholic school attendance from 85 in 2014 to 123 for the current year. St. Joan of Arc/St. Catherine reported on a director of administrative services search to lighten the load of the priest serving those two parishes.
4. Discussion then shifted to post-confirmation activity in parishes. Father Ralph reported on a number of initiatives and also that the St. Paul youth minister is now also serving St. Bruno, and some of her initiatives, such as “What’s Next?” reviewing gospel readings and discussion followed by a social.

Next APC meeting is scheduled for March 30, 2016, again at St. Paul.

Respectfully submitted,

Paul G. Hoffman

10/27 Pastoral Council Report - Strategic Planning Update/Transition Initiative

Though a few of the initiatives are a little behind, we are still tracking well overall.

PE3 - Decrease Number of evening Priest Meetings – in place pending evaluation at February meetings

LW1 – Mass Education and Evangelization – Recommendations of Strategic Initiative group were identified, evaluated and processed to Faith Formation and/or Liturgy/Worship. Two of their recommendations are on hold until February when the other items are finished. The strategic group will come back together to evaluate status in February.

LW2 – Ministers/Priests/Deacons common practices, training - Finalizing a new process to complete with new timeline.

PE4A – Finance Reporting Standardization – Initial meeting to determine differences between parishes held. Meeting with Finance Council Chairpersons deferred in lieu of Business Manager hiring process.

PE4B – Report Standardization – Agendas, Minutes for all across parishes – We believe the lengthy timeline given to this one will accommodate delay in start. Rita will be talking with Pastoral Council Chairpersons in the next couple of weeks.

FF5 – Identify/evaluate integration of school and Parish activities – High Schoolers are already taken care of by Sarah. Karen and Amy have met and are finalizing those in their group and how they will move forward.

FF6 – Determine long term Faith Formation program delivery – Mary leading with help from Sarah. Initiative group members are being identified and finalized. The lengthy timeline given to this should accommodate the slower start.

PE2 – Evaluate to determine any change to Mass days/times for Spring 2016 – Initiative group members are being finalized.

Communications (Themed Strategic Group to identify strategies) – Strategies have been identified. They need forum to present to the large Strategic Group. Should this be done via separate Pastoral Council, Finance Council, and Staff meetings? ...or attempted through email? ...other thoughts?

Next up - -

There is one other strategic initiative group to start before year end – HC1B and HC2 – One Human Concerns ministry across both parishes for select Human Concerns ministries and potentially hold every other Human Concerns Committee meetings jointly. This has a lengthy timeline so if it starts in December rather than November, it should work out fine.