

**ST. BRUNO PARISH
PASTORAL COUNCIL MINUTES
March 17, 2015**

Members Present: Fr. Ralph Gross, Fr. Chuck Wrobel, Paul Hoffman, Lynn Haugner, John Mezydlo Jr., Pat Seegers, Steve Paquin, Scott Vandenhouten, Louise Diodato, Joe Kuenzli

Members Excused: Jerry Dorff, Carol Malaney, Amanda Borth

Visitor: Rita Borowski

Approve Previous Minutes: Pat moved that the February 17 minutes be approved. John seconded the motion. Motion carried.

Thank You Cards

Take 5 Group Leaders: Deacon Tom, Deacon John Mezydlo, Karen Warnes, Mark Gould, Green Team (Tom & Carol Pinter)

A. Old Business

- **Flag placement in church** – Prayer & Worship has resolved this question.
- **Parish Goals Update** –
 1. **19- to 35-year-old initiative** – John will be communicating via conference call with Mitch Fowler and Elizabeth Siepmann to discuss ways to get young adults together. Rita suggested that they also work with St. Paul's because the need for a 20 to 40 year-old group came out of their initiatives.
 2. **Right-to-Life Memorial** – Scott reported that he still needs to schedule a meeting with Ernie Meyer and others.
- **Pastoral Council Nominations** – April 10 is the decision date for Paul Hoffmann, Lynn Haugner, and Carol Malaney whose three-year terms are expiring. Father Ralph's homily on Council and nominations is April 18/19. Joe and Louise volunteered to help Father send out letters on April 20 at 9:00AM. Councilors will start to call nominees on April 24. Discernment for new councilors will be at the end of May – date to be determined.
- **Men Who Cook - Auction on April 18-**
 1. Pat will come up with an auction item from the Council. It may be the same as last year – two nights at the Landmark in Door County. Councilors will each contribute \$15-20 toward this.
 2. Each Committee is also asked to donate an auction item. Liaisons should communicate this to committees.
- **Save these Dates:** **May 2** is a full-day meeting for strategic planning. **May 8** is the date for a 6:30PM social gathering.

B. New Business

- **Mission Statement Review** – The St. Bruno Mission Statement has not been changed/updated in a number of years. This may need to be done in the near future.
- **Calendar – (Submitted by Fr Ralph in written form, *indicates events highlighted verbally at the meeting)**

Over the **next few weeks** --- Fr. Chuck, Fr. Ralph & Rita Borowski will be meetings with pastoral staff members in individual ministry areas (both parishes) to discuss strategic planning.

Bulletin articles for Palm Sunday weekend (3/28&29) and for Easter Weekend (4/4&5) will need to be submitted earlier than usual.

 - Friday, **March 20**, 4:30-7:30 ----- Fish Fry at St. Paul's
 - Friday, **March 20**, 7:00 ----- Stations of the Cross at St. Bruno
 - *Saturday, **March 21**, 10:00 ----- Communal Penance Service at St. Bruno
 - Monday, **March 23**, 7:00 ----- Holy Week Liturgical Planning for St. Bruno's
 - Friday, **March 27**, 7:00 ----- Stations of the Cross at St. Bruno
 - Saturday, **March 28** & Sunday, **March 29** (Palm Sunday Wkend) -----Gather with palms in the Gathering Place before Masses; Short Concert beginning after 10:00 on Sunday; Special Liturgical Holy Week Movement concludes the 10:30 Mass.
 - Tuesday, **March 31**, 7:30 ----- Chrism Mass at the Cathedral; Pastoral Staffs of both parishes will have dinner beforehand in Milwaukee.
 - Holy Thursday, **April 2**, 7:00 ----- Mass, Washing of Feet and Exposition of the Blessed Sacrament until 11:45 in the chapel after Mass.
 - Good Friday Ecumenical Service, **April 3**, 10:00 ----- at the III Pillars Village Chapel
 - *Good Friday Service, **April 3**, 1:00 ----- Reading of the Passion & Communion at St. Bruno.
 - Good Friday, **April 3**, 7:00 ----- Stations of the Cross & Veneration at St. Bruno
 - Holy Saturday, **April 4**, 12:00 ----- Blessing of Easter Foods at St. Bruno
 - *Holy Saturday, **April 4**, 8:00 p.m. (No 5:00 Mass of Anticipation permitted) ----- at St. Bruno.
 - Easter Sunday, **April 5**, Masses at 8:00 & 10:30 a.m. ----- at St. Bruno
 - Father Chuck gone from **April 7-14**.
 - Tuesday, **April 14**, 7:00 ----- St. Bruno Cemetery Committee Mtg
 - Saturday, **April 18**, 4:00 (instead of 5:00) ----- St. Bruno Mass of Anticipation
 - *Saturday, **April 18**, 5:30-10:30 ----- Men Who Cook Auction at St. Bruno
 - Saturday & Sunday, **April 18/19** ----- at all the Masses; Solicit Pastoral Council Nominations.
 - **Tuesday, April 21, 7:00 ----- Pastoral Council meets at St. Bruno**
- **Liaison Bullet-Point Reports from committees** should be emailed to the Executive Committee (Paul, Jerry, Lynn)

C. Transition Initiative Report

– Review of “Pastoral Council Top Three Feedback Items”

- **Theme 1: St. Bruno Parish has provided great value to the people** – There was a brief discussion about the positive feedback in this theme.
- **Theme 2: There is a significant disconnection between the Council's perception of itself and the perception of others within the Parish about the Council** – Councilors discussed implementation of recommendations: *“1) Place names and pictures somewhere prominent so people can identify to having a Pastoral Council (and Finance*

Council) and who they are... 2) Practice and become comfortable introducing yourself as a Council Member whenever such an opportunity presents itself... 3) Identify at each Council meeting a 'question of the month' that all will focus on to get feedback, information and/or communicate to or from those outside the Council...."

Rita shared that personal, face-to-face interactions between Council members and fellow parishioners are important. The "question of the month" gives Councilors a reason to reach out and talk to others. Louise added that we all should wear our nametags before/after mass when talking to people. Scott suggested adding an agenda item of "Pulse of the Parish" (formerly "Eyes and Ears") as a time for sharing what Councilors have heard/observed.

- **Theme 3: Lack of Council communication is an issue just by nature of so many who were unclear about the Council and its members. In addition, even those who do know that the Pastoral Council exists, clearly expressed a lack of communication concerning parish and/or finance matters.** Recommendations: *"1) Determine mechanism to communicate the Organization Chart... 2) Provide monthly communication "From Your Pastoral Council" in bulletin and on web site that communicates the top five things Pastoral Council is working on or wanting to communicate to parishioners as a result of that meeting. 3) Communicate 1/1 – 6/30/15 Parish goals to parishioners from Council...4) Improve communication effectiveness of Pastoral Council Liaison role...."*

There was a discussion about publishing the agenda and minutes in the bulletin. The consensus was to post the full agenda and minutes on a bulletin board and to put a condensed version of the minutes in the bulletin. The chairperson and secretary will have the responsibility of drafting the bullet points for the bulletin.

The liaisons have already implemented a recommendation to provide a short, (5) bullet-point, written report of their committee's work/minutes. These reports should be emailed to the executive committee (Paul, Jerry, Lynn) by the second Tuesday of the month.

-March 7, 2015 Strategic Planning Session – Feedback

Many positive comments were made about the facilitation and organization of the session, which resulted in good interaction of participants. Members of both parishes were eager to work together. Participants need to return their evaluations as soon as possible.

-Plan for May 8 Social Gathering – The gathering of both parishes is at St. Bruno's at 6:30 PM. Jerry suggested a pot luck supper. Pat and Paul will help organize, along with Chad from St. Paul's.

D. Pastor's Report – At the April meeting we will look at the Archdiocesan Synod Implementation Handbook.

E. Ministry Reports (submitted in written form)

-APC – Paul – No Meeting

-Christian Formation – Amanda – No Report

-Communications – Lynn

Lynn asked for guidance on the third bullet-point (Social Media policy) Fr Chuck suggested that the Communication Committee look at the Archdiocesan Policy on Social Media.

- New Website is live as of last weekend! Continuing to tweak content and features.
 - Need to select an emailing devise such as Flocknote for disseminating emails to parishioners.
 - Need to create a parish Facebook account as well as Social Media policy. Parish currently has a Twitter account but is unsure about what content should be tweeted, etc. So, need to create a policy to include:
 - 1) Who tweets and who posts on Facebook?
 - 2) What content is relevant?
 - 3) How can we minimize inputting of content to one source and have it flow through the rest (i.e.: tweets set up to automatically post on Facebook)?
 - IT committee will be meeting with a new perspective vendor for IT resources. Our current vendor contract is up in August and we need alternative options as it's expensive and our equipment is getting old.
- Next Communications Committee meeting is April 16, 2015.

-Human Concerns –Carol

- Plan to address the Human Concerns Budget
- Danny's Helping Hands was brought up - how is that program going
- Guatemala mission doing well. The school is offering new programs, a 4 year degree and the government is supporting school accreditation
- Sue James plans to attend one of St. Paul's Human Concerns Committee meeting to see what their committee focuses on
- Next meeting April 15th

-Prayer & Worship – Louise –Prayer and Worship Meeting Held 2/23/15

- An updated contact list of the Eucharistic Ministers has been created and will be emailed out this week along with the new procedure list created by Fr. Chuck. Sue is working with Jan L. who is taking over the Lay Ministry scheduling and with Joe K. who has taken over the Eucharistic Minister training. We currently have 67 Eucharistic Ministers. (1 is sub only)

- Create educational opportunities o Publish fun facts about liturgy in the bulletin. Louise will create some and bring to next meeting for feedback

o Show a movie after 5 PM Mass – possibly God's Not Dead. Sharon B. is checking into it

- Budget meeting with Finance Council was a positive, collaborative session. Some adjustments were made to the 2015-16 budget. P&W requested new albs & cinctures for servers.

School – John – Here are the top items discussed at the School Committee meeting on March 9, 2015.

1. Uniforms: This has been researched, parents surveyed, and has been received well by families. Uniform will begin next school year.
2. Marketing Materials: The committee will send out postcards again to families in the area fitting certain age demographic. The goal is to increase enrollment.
3. Budget: Lisa Hedrick reported her meeting went well with the finance council. Teacher salary increase was discussed and is still to be determined.
4. K3 Grade Level: An in-house survey was conducted and feedback was positive. Minimum to support is 7 children. The school has the available room. This will move forward after finance council reviews.

-Stewardship – Scott –

At the meeting Scott called our attention to #1 & #3. Lynn responded (to #1) that her understanding is, that Stewardship is still doing sign-up. Welcoming/Mentoring is providing donuts/refreshments and assigning mentors to new parishioners. It was felt that Stewardship and the Welcoming/Mentoring Committees need to work together, handling different facets of the process.

In response to the question in #3 (Chili Dinner - future dates), Fr. Ralph explained that because of the fact that there were only four weekends in January, all activities got moved one week later, including the weekend celebrating Catholic Schools.

1) Some confusion exists as to the responsibility for new parishioners. Fr. Ralph had mentioned at the Masses this past weekend that it is under Human Concerns and the Welcoming/Mentoring C'ee. Is the Stewardship C'ee still supposed to be responsible for sign-up? Work with others or what? Direction/communication please.

2) No new parishioner sign-ups this weekend. Four in February.

3) Chili Dinner served approximately 120 people. Funds raised donated to St. Vincent de Paul. Committee was disappointed this year's dinner which has been the same weekend for five years was bumped. This weekend was selected by the committee for a variety of reasons including proximity to Catholic Schools Week. Does it need to move in the future, and if so why?

4) Mark calendars:

- a. Easter Egg Hunt - 4/12/15
- b. Deacon Mauricio's Ordination and Mass of Thanksgiving - 5/16-17
- c. Golf Outing - 8/8/15
- d. Turkey Dinner - 10/4/15
- e. Archdiocesan Soles for Souls Walk 10/17/15.

-Buildings & Grounds – Pat- No Meeting

-Finance Council–Joe-

- It was suggested that quarterly financial statements might be issued as an insert into the bulletin, so parishioners have an idea of what's going on.
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- Re the strategic two-parish planning get-together at the Country Inn on Saturday, 3/7 was felt to be most positive. Bruno-ites and Paul-ites related well together, and progress was made as to intended co-op into the future.
 - Mention was made to this liaison person that monthly meetings of this council are on the second Wednesday of the month at 6:30 PM; duly noted. ~ This was followed by the announcement that there will be no April meeting.
 - As of now, the parish income/expense ratio is some \$27K in the negative.
 - Directors of ministries were asked to review their budget submissions and cut appropriately. Due to the reduction in anticipated revenue, many hoped-for expenditures will not be approved.
 - The school budget submission despite conservative future warnings is still some \$20K over what is realistically anticipated vs income projections.
 - Discussion ensued re the K-3 initiative, and whether such a program was financially opine. A bulletin insert was sent to parishioners seeking their input as to the viability of this eventuality. Responses will tell; too early at this point. ~ For example, estimates were that K-3 five days per week would cost tuition of \$2,250 to break even ... requiring seven minimum kinder-kids to be enrolled.
 - MPOF responses from parishioners indicated projected financials in the current 3-year future of \$2,453,068; to date, 247 parishioner pledges have been received.
 - There was no new business raised; next scheduled meeting, May 13, 2015.
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Meeting adjourned at 9:15 PM

Next meeting: Tuesday, April 21, 2015 @ 7pm

Prepared and submitted by
Lynn Haugner