

Parish Council Minutes
Tuesday, August 25, 2009
8:30 – 9:30 PM
Cafeteria

Attendees: Amy DeRaad, Mary Beth Ineson, Mike Kraft, Bob Mueffelman, Alan Savage, Steve Sorsen, Tim Sullivan, Emey Vaillancourt, Fr. Dennis Zehren, Mary Zielinski

Absent: Robert Breitbach, Mike Lentz, Scott Schulte

Guests: Chuck and Rhonda Dillon; Gail Mikolich

1. Opening Prayer
 - Our Father and Hail Mary
2. Open Mic
 - No open mic
3. Guest presenters: Chuck and Rhonda Dillon / State Fair Diner
 - Chuck Dillon spoke at Leadership dinner. He noted need for additional volunteers and highlighted changes to menu based on last year's experiences with the new diner format.
4. Guest presenter: Gail Mikolich – School Marketing Plan
 - Gail Mikolich spoke to council about the group who initiated the plan. She noted the plan's objectives and goals, focusing on retaining current school enrollment, attracting new students, raising the status of education, and developing strong alumni relationships.
5. Approve June Minutes
 - One change submitted; final copy to be emailed to council for approval.
6. Items to Confirm
 - Conflict of Interest Statement – complete annually
 - Statements provided to those who attended Leadership dinner.
 - Reminders will be sent to council chairs to have absent members complete form in October.
 - Leadership roster – update contact information
 - Roster was updated and will be emailed to council for reference.
7. Dates for Leadership & Parish Council Meetings
 - Aug 25, Oct 13, Nov 10, Jan 12, Feb 9, Mar 9, Apr 13, May 11, June 8
 - Dec 8 – 6 PM Mass, then commission mtgs @ 7 PM, council mtg @ 8:15 PM
 - All dates follow evening prayer, meal, meeting format except for December because of the Holy Day of Obligation.
8. Special Liturgical Meetings / Events

- Sep 12 – Leadership training for parish council, vice chairs, and staff representatives
 - Follow-up email with additional details will be sent to those noted above.
- Oct 10 – Archdiocesan Stewardship Forum
 - Council members to contact parish office if planning to attend so accurate count and fee can be submitted on Epiphany's behalf.
- Nov 14 & 15 – Ministry Fair
 - Chairs and commissions to communicate with ministries under their umbrella to share expectations.

9. Commission Email Accounts

- Amy to activate
 - Email sent to council chairs with access information
- Chairs to review and respond
 - Timely response expected when email is used by a parishioner to contact a respective commission

10. Commission Reports

- Finance – Alan Savage

Discussed weekly deposits and provided preliminary financial summary. The actual budget number behind the scenes is \$2.75m, providing a \$500k swing. This is an intentional buffer due to economy and the response from the archdiocese on the assessment. Reviewed subcommittees and assignments. Postage and bulletin mailing will be reviewed in October.

- Pastoral Care and Outreach – Steve Sorsen

One item remains to be completed from 2008-09 session; following up with Bernie to determine disposition. Assigned ministries to members; use to target set up for ministry fair. There is a potential for new ministries; will explore further to determine need.

- Operations – Mike Kraft

Discussed facilities and operations activities over summer. Will provide status of next steps in facilities master plan. Created list of items to review of half of 2009 - 10 session. Other half of year addressed by ad hoc items as needs arise.

- Education – Mary Zielinski

Discerned vice-chair and secretary. Reviewed faith formation's religion curriculum timeline and need to discuss different models of catechism. There is an ongoing recruitment of catechists. The archdiocese is hosting parish planning review meetings this fall. Discussed needs for ministry fair.

- Community Life – Emey Vaillancourt

Discussed state fair need for volunteers and ideas to increase participation. Hospitality coordinators are needed for the 8:45 and 10:30 Masses; training is provided. Discussed tailgating party. The Sunday nursery has a new coordinator and group of volunteers. There is a possibility of weekday / night nursery in the future. Assigned commission members to committees for ministry fair.

- Stewardship – Mary Beth Ineson
Annual renewal weekend starts 11/7 and 8. Forms will go out weekend of 11/14 and 15, and will be turned in on 11/21 and 22. Ministries will be contacted about ministry fair participation. The Archdiocesan Stewardship Conference takes place at St. John's in New Brighton with the keynote speaker from the Diocese of Wichita.

- Liturgy – Amy DeRaad
Met on 8/4 to plan for remaining summer and upcoming fall liturgies. Commission and ministries to host hospitality in September. Planning for upcoming ministry fair.

- Fr. Zehren – sent out a call for catechists. Mary Ann Marschall is the new director.

11. Future meetings – time(s) and place(s)

- Next Leadership / Parish Council meeting: Tuesday, October 13, 2009

12. New Business

- Minute taker needed: Potential candidates should have use of a laptop for each scheduled council meeting for remainder of 2009 – 2010 session.
- Protocol for discussing issues: if concern arises prior to council meeting, it is a candidate for an agenda item. If concern arises during council meeting, it will be held to end of meeting, after commission reports, for group discussion.