

**EPIPHANY PARISH COUNCIL MINUTES**  
**October 12, 2010**  
**Meeting Rooms**

**MEMBERS PRESENT:** Michael Bauman, Richard Burke, Tom Conneran, Amy DeRaad, Mike Kraft, Mike Lentz, Gail Mikolich, Steve Sorsen, Tim Sullivan, Fr. Dennis Zehren, Lisa Zastoupil

**MEMBERS ABSENT:** Robert Breitbach, Mary Beth Ineson

**OPEN MIC**

No open mic this evening.

**APPROVED MINUTES**

The minutes of the September meeting were approved with the following changes:  
The Finance Commission will review the audit report in October.  
Goal for student enrollment was 521 – we have 520

**VISIONING PROCESS**

The strategic processing team has been developed. Their first goal will be to create a process to be followed, as well as the ground rules. A determination will be made on how to communicate to members of the parish on the data analysis gathering. This process will take several months. This is the most challenging piece of this process. Because of the leadership structure already in place in our parish, the 18 month goal should be completed on time.

**FIT BY 50 CAMPAIGN**

The committee is meeting regularly. In their first meeting, the steering committee established the groups they will need. Teams are being created in these areas and recruitment will take place through invitation. Todd \_\_\_\_\_ has volunteered to help set up the process. There is the hope that this project will begin January 1. Many great ideas are surfacing and much discussion is happening on what demographic groups need to be targeted.

This is a 3-year campaign ending in June 2014 with the parish's 50<sup>th</sup> anniversary celebration. Part of this campaign will be to plan a huge celebration for this event. The steering committee has found little or no road blocks or even any negativity concerning the campaign. The target is to raise \$3 million dollars. It might even be a possibility to raise more. They are reviewing a three-tier capital campaign system. Tim Sullivan is the lead on the spiritual aspect. Robert Breitbach is the lead on the financial piece. There will be a marketing piece and the celebration committee.

The financial picture of the parish was the major reason for beginning this campaign. When Fr. Zehren became Pastor at Epiphany, the Parish had a \$1.7 million dollar Archdiocesan debt, a million dollar line of credit debt, mortgages on the Church and the Priest Residence. The original plan was to pay this off in 7 to

10 years. However, the rising costs of doing business with such expenses as major capital improvements, health and pension increases, as well as the increases in parish assessment made this goal impossible. To this picture, we add the 7.5% decrease in giving, as well as cutting our staff to cut expenses. Now is the time to clean the slate and begin again. The need is there to increase our ministry and our growth.

Discussion will begin on how to re-engage parishioners through the spiritual piece of the campaign. There could be visual aids, such as a thermometer showing the growth of pledges. There might be a plaque area displaying names of contributors. Any other ideas that might be helpful would be appreciated by the committee. One of the areas that the committee is looking at is how to engage the children and young adults in our parish. The first goal is to define the strategies and then the marketing will support the plan.

### **DINER UPDATE**

Rhonda and Chuck Dillon will present a report on the Diner at the November Council meeting. The final numbers have not been given by the State Fair. The Council was reminded that in order to have the Diner, the Church was required to have a licensed cook involved. For the last 3 years, the Dillons have been paid to provide this service. However, there were several issues this year with the dishwasher and the stove. Sales are down and we will be hard pressed to break even this year.

After the report next month, a discussion will have to take place on the future of this project. Although reaching out to the community is the main goal, financial consideration is a major issue for the parish budget. One concern is whether the State Fair really wants our presence there. The cost of tax and admission fees are huge. And the reality is that the State Fair is a private profit company. We need to review how we can have a bigger voice with the State Fair. The Community Life Commission will look at this issue and will include people who have been a part of this event in the past. Their input will be valuable, especially since the Diner is just a big part of our history.

### **CALENDAR OF EVENTS/MEETING ON WEBSITE**

We have a management system for scheduling our calendar of events. The trick is how to connect the system with our website. It is also a challenge to decide what major events should be available on the website. Every meeting that is scheduled is on the calendar, but not necessarily of interest to the general public. Our website is not a simple system and determining how to quality an event as major will be challenging. Another question is how valuable this might be for parishioners and will this system require a search engine. There is also the subject of how to combine the school and parish databases. They are separate now and are different systems. The parish requires information that the school does not, and vice versa.

On line is the communication tool now and in the future. We need to look at our website that is out of date. It will require someone to go out and get the changes and input into the website on a regular basis. This person really needs expertise in this area and would be considered an information manager.

There is hope that the new sign on the corner will help with some of the calendaring issues.

## **COMMISSION REPORTS**

### **Community Life – Richard Burke**

The new membership mentor program will be discussed this month. The goal is to take 10 to 15 mentors and contact the new parishioners. Right now, there is no follow-up once a person registers. There is a desire to reach out to new people within 15 days of registration. They will re-check with them in 3 months, then 6 months and again at the end of their first year as parishioner.

The commission would also like to work on an electronic e-mail messaging system that would include the weekly bulletin. It would be more cost effective than printing the bulletins. Right now, one of the major hurdles to this plan is the separate database.

### **Operations – Mike Kraft**

There are a number of topics on the table for the members to tackle. Each member is working with outside people to begin addressing them.

### **Pastoral Care and Outreach – Steve Sorsen**

There has been no meeting. They are reaching out to the different ministries through e-mails to update the website information.

### **Education – Lisa Zastoupil**

Lisa is the new chair. There has been no meeting and she will update the Council when one is scheduled. There was a lot of praise and enthusiasm sharing on the school's marathon this year. There will be a wrap-up meeting in two weeks. Amy will share some of the input from the Council. The Friday night event on Feed the Starving Children was a good time for the parents and children. There were 121 present, and they fed 62 kids for one year. It was suggested that walking only in the marathon allowed for more community as people walked together and also left more time for service. More families signed up this year for service and there will be more opportunities for next year. One issue that occurred was that people finished early and left before the closing prayer at the end. In fact, no one was around at the end. More promotion needs to occur for next year and possibly move the beginning time so participants can attend Mass.

**Liturgy – Amy DeRaad**

The Commission will begin the planning for Advent.

**Finance – Gail Mikolich**

The Commission will discuss the audit at their next meeting

**NEW BUSINESS**

Mike Lentz and Amy DeRaad would like a list of meeting times for the Commissions. They want to share this information with the parish staff. Agendas and minutes of these meetings are to be sent to Amy. She is keeping a copy for history. It would be helpful if the commissions would copy Mike on them as well.

Next weekend the Archdiocesan Strategic Group will announce their plans. This committee has met for 2 years on the re-structure of the Archdiocese. Father Zehren does not believe there will be any big change for Epiphany. However, all parishes are being encouraged to be more collaborative among themselves. There is a need to get away from the individual parish and be more diocesan in our viewpoints.

**The next Parish Council meeting will be on November 9, 2010 from 7:00 pm to 9:00 pm. Please join us for dinner at the Family Table prior to our meeting.**