

MEETING MINUTES
ST. JOSEPH PARISH COUNCIL MEETING
TUESDAY, 9/28/10
RECTORY – LOWER LEVEL – 7:30 PM

ATTENDANCE

	P	A		P	A		P	A
Pastor			Board of Ed President			Ray Donnelly, 2 nd year	X	
Fr. Gerry Reinersman	X		Nikki Everett	X		Beth Halderman, 2 nd year	X	
Associate Pastor						D. Michael Moloney, 2 nd yr		X
Fr. Josh Lange	X					Garren Parker, 2 nd year		X
Deacon			Council Members			Joan Zai, 2 nd year	X	
Tim Schabell	X		Joe Butts – President, 3 rd yr	X		Ken Burton, 1 st year	X	
Principal			Missy Hickman – Vice President, 3 rd yr	X		Ximena Burton, 1 st year	X	
Melissa Holzmacher	X		Susan Bradtmueller–Secretary, 3 rd yr	X		Thomas Munninghoff, 1 st yr	X	
Business Manager			Daryl Orth, 3 rd year		X	Dave Nassano, 1 st year	X	
Lee Kessen		X	Christine Whelan, 3 rd year	X		Jerry Sandfoss, 1 st year	X	

P=Present and A=Absent

GUESTS

None.

APPROVAL OF LAST MEETING MINUTES

Moved by: Tom Munninghoff

Seconded by: Joan Zai

CORRESPONDENCE

None.

PARISH REPORTS

PASTOR'S REPORT - Fr. Reinersman

I. Mass in Memorial Hall

- First weekend of Masses went extremely well. This speaks of the good spirit within the parish community.
- It also speaks well of the committed staff and volunteers who were so helpful.

II. Mass in Activity Center

- Attendees are quite satisfied.
- Numbers are about the same as Mass in Church for 6:30 am, a little lower for 9 am, which is not atypical when Mass moves from 8:30 am to 9 am.

III. 50th Anniversary Celebration

- Vira Schmidt has agreed to chair this event.
- Event/festivities will likely be in mid-January, because it is a more socially slow time of the year and will allow us to be sure the church is finished.

IV. Offertory Collections

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-- We will have to address this with the Stewardship Drive in November. We should disclose issue in stewardship campaign.

V. Capital Campaign

- See the September newsletter (included with the bulletins).
- Golden Anniversary envelopes are being used by parishioners.
- We will be contacting parish organizations to invite them to make special contributions for the benefit of the new ambo, baptismal font, sanctuary chairs and kneelers, and choir chairs.
- We should be contacting new parishioners to invite their participation.
- We should plan on getting a review of pledges out to parishioners.
- We will send thank you messages to those parishioners who have completed their pledges.

PRINCIPAL'S REPORT - Melissa Holzmacher

- On September 21st, we celebrated the International Day of Peace with a prayer service in the classrooms. We also placed our Pinwheels for Peace on the front lawn, and the fifth graders performed for everyone. It was a beautiful day.
- Our first school Mass went very smoothly in Memorial Hall. We had a great plan and some volunteers to help us set up the hall in time for Mass.
- The Health Inspector dropped by and we received perfect scores for our kitchen and the rest of our facility. Congratulations to our cafeteria staff and maintenance staff.
- Author Daniel Kirk will be visiting grades 1 – 3 on Wednesday, September 29, 2010.
- Fall Break is October 4 – 8, 2010.
- When we come back from Fall Break we have several events scheduled:
 - a. Band Assembly for grades 4, 5 & 6 to recruit more members
 - b. Parent Meeting for First Reconciliation
 - c. Health Screenings for scoliosis, vision and hearing
 - d. Red Ribbon Week

RELIGIOUS EDUCATION REPORT – Father Lange

I. For Vicki Klocke (RCIA, Adult Faith Formation)

- *Little Rock Scripture Study* registration will be at Sunday Obligation Masses on October 9-10 and October 16-17.
- Participants will be studying the Book of Isaiah in a two-part series: first half this fall, second half during Lent 2011.

II. For Steven Fischer (PSR)

- This past Sunday went very well with PSR sharing the school building and hallways with the Sunday Mass crowd.
- Mass-goers did not walk down the main hall through the PSR area, and there was no disturbance of PSR. PSR coordinators were "very impressed."
- Vicki Klocke informed Steven Fischer in advance that RCIA will be meeting in the school library for dismissal, which is not a problem since PSR only uses the Library to dismiss the children to their classroom.
- Message from Steven Fischer: "We are so blessed to have the communication going as construction is underway. 'Thank you' for all the time and consideration that went into this entire process."

III. Other Items

- Fr. Josh will be attending a seminar on October 7, 2010 discussing the proper administration and interpretation of the ACRE test, which will be administered to the PSR students this year. The information will be passed on to Steven Fischer and the PSR catechists.

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- Work continues to ensure that all PSR catechists are in the certification process, and receive whatever credit they can from the Diocese Education Department for past classes taken under the old system.

BUSINESS MANAGER'S REPORT - Lee Kessen

(Reported by Father Reinersman, for Lee Kessen)

- Audit next month or so.
- Large parishes go through a procedural audit every 3 years.

BOARD OF EDUCATION REPORT – Nikki Everett

- Mrs. Holzmacher presented test results from last year's IOWA Test of Basic Skills. The results across the board were impressive!
- The Board voted to approve revisions to the current Constitution.
- The Board made plans for their Fellowship Sunday. They ran into trouble with coffeemaker and low supplies. A few suggestions: buy a second pot or a few nice carafes in order to make more coffee, maintain adequate napkins and plates, add creamer to the store list, tally the amounts left over to get a feel for which months are higher/lower in volume.
- Our next event is the faculty/school staff dinner on November 9, 2010.
- Website update (after meeting with Jay Rottinghaus): There has been no progress; we're really still at square one. Jay is willing to help coordinate a group to get this rolling. Steve Hatch was going to look at modules or template sites. JUMA is willing to serve as the hosting company.
- Discussion at council meeting that we should add a space in the stewardship survey about interest in assisting with parish/school website efforts.

COUNCIL COMMITTEE REPORTS

FINANCE REPORT (Joe Butts, Tom Munninghoff, Dave Nassano)

The Finance Committee assists the pastor and Parish Council in planning, providing, and supervising the parish financial resources for the current and future needs by utilizing solid and effective financial planning.

- No meeting this past month of the subcommittee.
- Lee said there is an audit next month, as part of large parish procedural audit (required as standard procedure by Diocese).

PLANNING, DEVELOPMENT & MAINTENANCE REPORT (Daryl Orth, Garren Parker, Jerry Sandfoss)

The Maintenance, Planning & Development Committee assists the pastor in developing, planning, and communicating the long term strategic plans of the parish to meet the present and future needs of its parishioners while effectively utilizing its resources to enhance and maintain the parish plant and facilities.

- Didn't meet this past month; no report.

PUBLIC RELATIONS & COMMUNICATIONS REPORT (Ray Donnelly, Missy Hickman)

The Public Relations & Communications Committee promotes and develops the Parish Family Concept through the celebration of special events and activities that offer opportunities for spiritual growth, and keeps the parish informed utilizing available technology (website & emails).

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- Goals for this subcommittee: (1) Bring parish into 21st Century with communications strategies (email, new website, etc.); (2) Help with the transitions brought about by the church renovation projects; and (3) Work on the existing website and ensure accuracy of the site and that it's up-to-date.
- Fellowship Sunday: Thanks to Board of Education for sponsoring on September 19, 2010. There were some supply issues that will be addressed by enhancing the instructions given to the monthly sponsors, and the PR team will conduct more frequent supply checks.
- It would be nice to have an extra key to the Activities Center, as it is often checked out and creates inconveniences for sponsors and PR team alike in those instances.

SOCIAL ACTION & OUTREACH REPORT (Ken Burton, Ximena Burton)

The Social Action and Outreach committee fosters a climate of openness and inclusion among the members of our parish (especially those that do not have children or extended families within the parish), reaches out to those in material and spiritual need, and increases awareness of the available support services.

- The St. Joseph Parish's Interfaith Hospitality Network ("IHN") hosted four families the week of September 19, 2010: another very successful week. The families were composed of four moms, with nine children ranging in ages from 3 to 14. The families were extremely nice, polite, and grateful for the IHN program at St. Joe's. Helen Bailey, as usual, did a phenomenal job not only organizing the volunteers to handle the primary program needs, but also in coordinating activities to give the IHN families some special events – e.g., Saturday movie and dinner out (funded by donor grant). Parish and support church volunteers continue to feel the benefits of giving through this program: both in sense of "receiving" something much more powerful back, and in shared community with other parishioners and churches.
- The IHN transitional apartment in Newport which is being maintained by an IHN parish volunteer group at St. Joe's has seen its first graduating family move on. Supplies for this family's transition were requested and fully met by donating parishioners within a few days. The IHN apartment team is now cleaning up/preparing the apartment for the next transitional family. Donations for costs of utilities at the apartment have been coming in from parishioners through re-directed gifts, etc.
- Should we host St. Vincent de Paul coat drive at St. Joseph School/Church (see handout sent to our local St. Vincent de Paul Conference)? Larry Sendelbach and Jim Bradtmueller will work logistics with Mrs. Holzmacher. If feasible, we will set up barrels for donated coats in Memorial Hall through November 12, 2010.
- Next Bundle Sunday Collection by the St. Vincent de Paul Society will be held the weekend of October 16-17. See upcoming bulletin for details.

STEWARDSHIP REPORT (Deacon Tim, Mike Moloney, Susan Bradtmueller)

The Stewardship Committee organizes the Time, Talent, and Treasures of our parish and appropriates them accordingly.

- Could we do sign-ups for parish organizations at each Fellowship Sunday (so we give parishioners an ongoing opportunity to show interest and get involved at different stages in their parish lives)? Envision one table set up with sheets describing each parish organization and sign-up blanks for names/numbers of parishioners interested. Stewardship Committee would be responsible for collating this info, gathering at end of Fellowship Sunday and routing any interested parishioner names to organization leaders. Council agreed this is a possible approach. Would use the same sign-up sheets potentially for new parishioner orientations.
- November 14, 2010 is this year's stewardship program.

LITURGY & WORSHIP REPORT (Joan Zai)

The Liturgy & Worship Committee enhances and encourages full participation in a prayerful liturgical experience for the assembly while fostering the ongoing conversion and spirit of evangelization in the parish.

- During the last subcommittee meeting, the group finalized the plans for Memorial Hall – e.g., how and where to put the chairs and altar.

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- Jeanne Pettit talked about the training for the EMCs and lectors. So far 68 have signed up for training, and 23 new EMCs have registered. The new directions go into effect the First Sunday of Lent in 2011.
- Some parishioners would like to add maiden names to the new directory.

YOUTH & FAMILY REPORT (Christine Whelan, Beth Halderman)

The Youth & Family Committee welcomes families (particularly those with young children) to participate in fellowship opportunities they provide.

- No report.

NEW BUSINESS

- New parish council individual committee assignments are reflected in this month's Meeting Minutes, next to the corresponding committee.
- Deanery Council met. (Deans of Diocese meet three times per year – dean (Father Reinersman) and parish representative (Joan Zai) represented us at most recent Deanery Council.) Two issues covered:
 - (1) Diocesan speaker policy issue. Get the speaker approved in advance (2-3 weeks) to avoid issues.
 - (2) Mission urban areas: How can we help these parishes financially? Our response was that when we've been asked, we provide supplies as needed. Question: Should we designate urban area as "mission" area for Diocese? This would mean that representatives of that "mission territory" could seek assistance by coming to speak to the parishes. But we felt that we already do a lot to help this area relatively consistently.

OLD BUSINESS

- Committees need to meet and report top 3 goals and new members.
- Badges were provided by Joe Butts for everyone on parish council. Request that we wear them in church (Memorial Hall for the time being) so that other parishioners seek us out with questions, etc. Joe also had pins made for the ushers. We need to place a notice in the bulletin that parishioners should seek out "blue badges" if they have questions, complaints, etc.

ADJOURNMENT: Moved by: Christine Whelan Seconded by: Dave Nassano

NEXT MEETING: Regular meeting: Tuesday, October 26, 2010