

**MEETING MINUTES**  
**ST. JOSEPH PARISH COUNCIL MEETING**  
**TUESDAY, 10/26/10**  
**RECTORY – LOWER LEVEL – 7:30 PM**

**ATTENDANCE**

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

P=Present and A=Absent

**GUESTS**

- Steve Bennett, parishioner currently going through deacon formation for the Diocese of Covington. Steve will be attending various committee meetings held at the parish as part of his formation.
- Clydena Hehman, sitting in for principal Melissa Holzmacher, who was unable to attend.

**APPROVAL OF LAST MEETING MINUTES**

Moved by: Tom Munninghoff

Seconded by: Daryl Orth

**CORRESPONDENCE**

None

**PARISH REPORTS**

**PASTOR’S REPORT - Fr. Reinersman**

I. Mass in Memorial Hall and Activity Center

- Continues to go well.
- Sunday Mass attendance is down somewhat (see October Mass count chart below).
- Very pleased with general mood of cooperation.
- All Saints Day Masses will be at 6:30 am and 9:00 am in Memorial Hall: not a holy day of obligation.
- Mass for Parishioners Deceased over the last year on November 1 at 7 pm in Memorial Hall.

II. 50<sup>th</sup> Anniversary Celebration

- Vira Schmidt has agreed to chair this event. We are looking at January celebration.
- Vira is collecting photos and memorabilia to help with the celebration.

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III. Capital Campaign

- Golden Anniversary envelopes are being used.
- Have not yet contacted parish organizations to invite them to make special contributions for benefit of new ambo, baptismal font, sanctuary chairs and kneelers, and choir chairs.
- We should be contacting new parishioners to invite their participation.
- We will be getting a review of pledges out to parishioners.
- We will be sending thank you letters to those who've completed their pledges.

IV. Stewardship Drive – November 14, 2010

- Committee needs to have the Ministry Directory to Carol Breitenstein by Tuesday, November 3, 2010.

V. Carpenters' Connection

- Submissions due November 1 for publication on November 21, 2010.

October Mass Count:

	Saturday, 5 pm	Sunday, 8 am	Sunday, 9:30 am	Sunday, 11:30 am	Sunday, 7 pm	Average Total/Weekend
2007 average of 3 largest weekends	387	191	380	391	188	1,537
2008 average of 3 largest weekends	371	254	352	348	246	1,571
2009 average of 3 largest weekends	392	223	407	300	239	1,561
2010 average of 3 largest weekends	354	212	377	319	232	1,495
<b>2010 by weekend</b>						<b>Total Average/Weekend</b>
Oct 2-3 (smallest weekend)	337	180	360	255	208	1,340
Oct 9-10	321	218	360	336	206	1,441
Oct 16-17	398	205	391	310	240	1,544
Oct 23-24	344	214	379	313	250	1,500
Average, all 4 October 2010 weekends	350	204	372	304	226	1,456 (291 average/Mass)
<b>Average of 3 largest weekends</b>	354	212	377	319	232	1,495 (299 average/Mass)

\*\* Note: Numbers do not include weddings.

**PRINCIPAL'S REPORT – Clydena Hehman** sitting in for Melissa Holzmacher

- On Wednesday, October 27, we will join Scholastic Books in celebrating their 90<sup>th</sup> anniversary with a webcast promoting literacy. Nick Cannon will interview Taylor Swift about reading and writing from 1-1:30 pm. Teachers were able to already submit questions, and those questions will be chosen from questions submitted from schools across the country.
- On Thursday, October 28, we are having a character dress-up day. We have been working on the reading strategy of visualization, and the students are coming to school dressed as their favorite book character.
- On Sunday, October 31, 2010, the Confirmation Commitment Mass is at 9:30 am.
- We are off school on Monday, November 1.
- Picture re-take day is Wednesday, November 3.
- Our student nurse, McKenzie Ferguson, is working on a project with Mrs. Bailey the week of November 8, 2010. They have declared this week as "Wet Your Whistle Week," and they will teach the students the important of staying hydrated.

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- The first trimester ends Wednesday, November 17, 2010. Conferences are scheduled for Monday, November 22 and November 23.
- Clydena also gave an overview of Virtus, the Diocesan Program on sexual abuse prevention.

**RELIGIOUS EDUCATION REPORT – Father Lange**

I. For Steven Fischer, PSR:

- There has been an increasing flow of people using the school's main hall for access to and from Memorial Hall during PSR. Early on, this did not happen, but it has become more of a problem each week. Solutions are being discussed amongst the parish staff.
- There is also concern regarding traffic and crossing patterns as the students are dropped off and picked up for PSR. We want to optimize safety and efficiency, especially in light of the new traffic patterns due to Sunday Mass in Memorial. Solutions are being discussed amongst the parish staff.

II. For Vicki Klocke, RCIA and AFF:

- Planning continues for the Adult Faith Formation Committee's upcoming series entitled, "MARRIAGE: State of the UNION". The first will be Friday, November 19 at 7:00 in the Activity Center. This first session will lay the foundation for all the others which are all topics that are better understood if we have a solid understanding of God's plan for Marriage. We will have food and drinks and socializing, and there will be opportunity for discussion and questions. (It's not just a "come and listen" talk).
- Vicki asks Council members to please watch for details in the next couple of weeks in the bulletin and to talk it up with parishioners.

**BUSINESS MANAGER'S REPORT** - Lee Kessen

(Reported by Father Reinersman):

- Audit went well: no final report.
- Large parishes go through a procedural audit every three years.

**BOARD OF EDUCATION REPORT** – Nikki Everett

- There will be an Appreciation Dinner for all ministries, including catechetical volunteers, on Wednesday, October 27<sup>th</sup> at 7pm.
- There will be a "special events" dinner for all school faculty and PSR teachers on 11/9/2010.

**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.*

- June Year End Report - \$128,000 loss.
- Construction costs are drawing off of a 3-year loan to cover Capital Campaign improvements. As funds come in for the Capital Campaign they will be used to pay off this loan. It is an 800,000 bridge loan.
- \$700,000 dollars on the Capital Campaign has been spent to date.
- Tuition collections were "normal" for the fiscal year.
- The St. Joseph Festival results are in: \$147,197 gross income, \$71,910 expenses, and a net income of \$75,287 to date.

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**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.*

- Jerry Sandfoss reported that a meeting was held this month with 8 people in attendance.
- Under the Capital Campaign, the school work is about finished and the church work is just starting.
- A "walk-around" was conducted on the Steffen property.
- An inspection of the church area was conducted.
- Chuck Pettit will confirm the committee's membership.
- A list of maintenance items will be put together for the school.

**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).*

- We had requested an extra key for the Activities Center and Father Gerry has a solution: An Activity Center key will be kept in Carol's desk at the rectory for your use and for the host group helping with coffee and doughnuts on Fellowship Sunday. Someone is at the rectory to answer the door until 9 PM on Friday and from 10 AM to 4 PM every Saturday. You can come to the rectory and get the Activity Center key from the desk rather than the key board. That way, even if someone has checked the key out, you can still get in as needed. If the key is not in the desk we will presume you have it. When you are finished with the key, just drop it into the mail slot at the rectory door."
- Nov 21 Fellowship Sunday will be sponsored by the Boosters. PR team has enhanced the Fellowship Sunday instructions and will make sure supplies are plentiful.

**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.*

- St. Vincent de Paul Program
  - ❖ The Bundle Sunday collection by St. Vincent de Paul on October 16-17, 2010 received about 1-1/2 trucks worth of donations. The first day was slow, but collections picked up steadily throughout the weekend.
  - ❖ St. Vincent de Paul members continue to serve an ongoing and currently steady need for assistance (e.g., rent, utilities, food) by a variety of community members adversely affected by the economy (lost jobs, high medical expenses).
- Knights of Columbus - Ken joined the KOC –Council #5220.
  - ❖ The Knights of Columbus are looking to become more involved and active with the St. Joseph Parish and also within The Covington Diocese. They are looking to sponsor a monthly breakfast to be served after Sunday Masses. They also are willing to help with repairs to parishioners' homes such as roof repairs, handicap ramps, and any other repairs or needs of the parish. This would be beneficial to help out with our Helping Hands Program. Ken will confirm whether or not they can provide rides to Mass and doctor appointments needed by our senior and handicap parishioners. Last year the Knights donated 50 Turkey dinners for needy families within 5 local parishes (10 dinners per parish) which included St. Joseph. This year the Knights will be increasing the amount of dinners to 100, and each parish will receive 20 meals. Each meal will feed 6 family members. The meals will be delivered between Thanksgiving and Christmas. More details to come regarding, whom, how and when the dinners will be distributed.

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- World Youth Day Pilgrimage- Ximena Project

- ❖ Ximena reached out to Jamie N. Schroeder, the Assistant Director of the Dept. of Catechesis and Formation for the Diocese of Covington regarding World Youth Day Pilgrimage Program. Unfortunately, St Joseph will not be able to participate on the upcoming world youth pilgrimage in Madrid in 2011, but we are looking forward to engaging the Parish in the one after that. Ximena and Jamie will be meeting to coordinate the details of this program sometime in the future.

-Interfaith Hospitality Network – Helen Bailey Report

- ❖ In September we welcomed four families at the convent for Interfaith Hospitality Network. We are pleased to report that two of those families have obtained permanent employment and moved into their own homes. A third family has been approved for housing, and they will be moving into their new home soon. The fourth family continues to work very hard. It is a single mom who is working second shift at a nursing home to pay off old debts and find a new home for herself and her son. She has a great desire to succeed, and Helen is certain that she will.
- ❖ Three of these families have given us wish lists. The parishioners at St. Joseph have been so very generous to help these families start over. We have donated beds and bedding, tables and chairs, couches, TVs, VCRs and DVD players, dishes, pots and pans, lamps, toys, and many other items. Numerous truck and car loads have been delivered to assist these families as they attempt to start over. The families are extremely grateful to St. Joseph Church for their generosity. One family is living in the area, and they plan to start coming to Mass at St. Joseph.
- ❖ Helen had the privilege of talking with our students and teaching them about IHN. She met with each homeroom in 5<sup>th</sup>, 6<sup>th</sup>, and 8<sup>th</sup> grades. They took the students over to the convent chapel and gave them a tour of the convent while teaching them about IHN. 6<sup>th</sup> grade and 8<sup>th</sup> grade are planning service projects to benefit IHN.
- ❖ Our transitional housing apartment is currently empty. It has been cleaned and is ready for the next family. Generous donations have covered the cost of utilities and insurance through May, 2011.
- ❖ Our next rotation is the week of December 5, and we are planning for a visit from St. Nick.
- ❖ We would like to invite Helen along with a current family member from IHN to share the experiences at our January 2011 council meeting.

- Fr. Reinersman stated that Greg Land, president of the IHN Board, was very complimentary of St. Joe's as a hosting church, support church and as an apartment support group.

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

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

- The committee is in the midst of contacting all parish organization committee/group heads to verify the committee contact person, confirm contact information and confirm the committee activity description for the 2010 Stewardship Renewal Program coming up on the weekend of 11/20/2010. This information must be in to the rectory by Tuesday, 11/2/2010. The sign-up form will most likely go out in a different format this year.

**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.*

- Jan Schwegman will head the Greeter's Program.
- A prayer for all nascent life will be held at St. Agnes Church at 7:30pm on November 27<sup>th</sup>.
- A song board has been put in Memorial Hall for all Masses.

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- Connie Ruprich and the choirs will be holding the Christmas Collage on December 10<sup>th</sup> at 7:30 pm.
- There will be a school Mass on December 17<sup>th</sup> but no "official" end of year Mass due to all that is going on this year with the church renovations.
- Vira Schmidt will chair the committee for the Church's 50<sup>th</sup> celebration, to be held sometime in January.
- Parish Council members are not to wear their badges if they are EMCs at mass.

**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.*

- Their 3 goals for the year are as follows:
  - Contact all organizations that serve the youth of our parish – Scouts, Foresters, etc.
  - Highlight one of these groups once a month in either the bulletin or Carpenter's Connection.
  - Schedule speakers in the future to cover youth-related topics. Groups such as Beech Acres, Catholic Social Services, etc.

**NEW BUSINESS**

- Joe Butts introduced a company that sets up websites, including Catholic parishes.
  - The cost is \$5000-\$7000 for development of the site, and all additional maintenance is free.
  - The company also makes its money by going to the community to get advertisers for the site.
  - The parish school and all related parish organizations can be involved in the development, updates and maintenance.
  - Joe gave a presentation of work done by the company on his Ipod.
  - The finance committee has already discussed this and sees it as a good marketing tool.
  - A motion was made by Joe, and seconded by Tom Munninghoff, to form a committee to pursue this venture; the committee would consist of Joe Butts and Missy Hickman.

**OLD BUSINESS**

None.

**ADJOURNMENT:** Moved by: Joan Zai                      Seconded by: Daryl Orth

Minutes respectfully taken by Deacon Tim Schabell (under duress) and submitted by Susan Bradtmueller (possibly under duress).

**NEXT MEETING:** Regular meeting: Tuesday, November 23, 2010