

**MEETING MINUTES**  
**ST. JOSEPH PARISH COUNCIL MEETING**  
**TUESDAY, 10/27/09**  
**OPTIONAL TOUR OF CONVENT – 7:00 PM**  
**RECTORY – LOWER LEVEL – 7:30 PM**

**ATTENDANCE**

	<b>P</b>	<b>A</b>		<b>P</b>	<b>A</b>		<b>P</b>	<b>A</b>
<b>Pastor</b>			<b>Business Manager</b>			Vira Schmidt, 3 <sup>rd</sup> yr		X
Fr. Gerry Reinersman	X		Lee Kessen	x		Joe Butts, 2 <sup>nd</sup> yr	X	
<b>Associate Pastor</b>			<b>Board of Ed President</b>			Missy Hickman, 2 <sup>nd</sup> yr	X	
Fr. Josh Lange	X		Jay Rottinghaus	X		Daryl Orth, 2 <sup>nd</sup> yr	X	
<b>Director of Religious Education</b>			<b>Council Members</b>			Christine Whelan, 2 <sup>nd</sup> yr	X	
Sr. Julaine Middendorf	X		Amy Hatfield – President, 3 <sup>rd</sup> yr	X		Raymond Donnelly, 1 <sup>st</sup> yr	X	
<b>Deacon</b>			Chuck Pettit – Vice President, 3 <sup>rd</sup> yr	X		Beth Halderman, 1 <sup>st</sup> yr	X	
Tim Schabell	X		Susan Bradtmueller–Secretary, 2 <sup>nd</sup> yr	X		D. Michael Moloney, 1 <sup>st</sup> yr	X	
<b>Principal</b>			Chris Ampfer, 3 <sup>rd</sup> yr	X		Garren Parker, 1 <sup>st</sup> yr	X	
Melissa Holzmacher	x		Jeanne Pettit, 3 <sup>rd</sup> yr	X		Joan Zai, 1 <sup>st</sup> yr	X	

**P**=Present and **A**=Absent

**APPROVAL OF LAST MEETING MINUTES**

Moved by: Daryl Orth

Seconded by: Christine Whelan

**CORRESPONDENCE**

None.

**PARISH REPORTS**

**PASTOR'S REPORT** - Fr. Reinersman

**(1) Capital Campaign**

- Going slowly but surely; about 150 letters of intent received.
- Still some calls to be made by Captains.
- Pulpit presentations were received well.
- Hope that a newsletter with Q&A format will go out at the end of this week; periodically sent thereafter.
- Next newsletter will include names of participants.
- Bishop Foys has given us permission to suspend our Parish Offertory Program contributions to the diocese during 2010. We will resume the program in 2011 and complete our remaining three years in 2011-2013 (essentially suspending for a year and then picking up the requisite three years thereafter).
- Have received a matching corporate grant (Duke Energy).

**(2) 40 Hours of Eucharistic Devotions**

- were very well prepared and carried out.
- highlights were Monsignor Beiting's homily and the procession outside.

**(3) Deanery Pastoral Council**

- Purpose is to examine and respond to recommendations made by Diocesan Synod made three years ago.
- Paul Verst has served as our parish representative for the last two years – thank you.
- Joan Zai has agreed to take up this responsibility for a three-year term, corresponding to her Parish Council term. This will also give a direct and regular correspondence between the two councils.

**MEETING MINUTES**  
**ST. JOSEPH PARISH COUNCIL MEETING**  
**TUESDAY, 10/27/09**  
**OPTIONAL TOUR OF CONVENT – 7:00 PM**  
**RECTORY – LOWER LEVEL – 7:30 PM**

- The DPC responds to recommendations arising out of the Diocesan Synod. There are three meetings with parish representatives from the entire diocese.

(4) **October Mass Count** (4 weekends are counted; diocese records three weekends with highest attendance)

	<b>Saturday 5:00 pm</b>	<b>Sunday 8:00 am</b>	<b>Sunday 9:30 am</b>	<b>Sunday 11:30 am</b>	<b>Sunday 7:00 pm</b>	<b>Average total per weekend</b>
<b>2007</b> , average of 3 highest weekends	387	191	380	391	188	1,537
<b>2008</b> , average of 3 highest weekends	371	254	352	348	246	1,571
<b>2009</b> , average of 3 highest weekends	392	223	407	300	239	1,561

<b>OCT 2009, by weekend</b>	<b>Saturday 5:00 pm</b>	<b>Sunday 8:00 am</b>	<b>Sunday 9:30 am</b>	<b>Sunday 11:30 am</b>	<b>Sunday 7:00 pm</b>	<b>Average total per weekend</b>
Oct 3-4	389	252	350	304	263	1,558
Oct 10-11 (lowest weekend)	350	220	330	288	231	1,419
Oct 17-18	369	215	420	281	226	1,516
Oct 24-25	418	201	452	316	230	1,617
Average of 4 weekends	381	220	388	297	237	1,523

\* Note: Numbers do not include weddings.

(5) **Carpenter's Connection**

- Ken Sharp is finding it necessary to give up his service as "editor" of Carpenter's Connection. He has filled this role for a long while.
- We are looking for a new editor. CC comes out every other month (odd-numbered months). Editor must have access to and ability to use MS Publisher 2003. News and informational articles are emailed to be copied and pasted onto a template. This position also requires creativity and adding graphics, cartoons and other light touches to the publication.
- Parish Council is asked to suggest persons who may be willing and able to take on this service for the parish.
- Please call Carol Breitenstein at the Rectory for more information.
- Garren Parker volunteered to take on this role.

(6) **Ministry Appreciation Dinner**

- Tomorrow evening (10/28/2009) is the annual dinner of appreciation, primarily for those involved in liturgical ministries of the parish (does not include youth choirs or servers).
- This is always a nice evening – about 200 attend.

**MEETING MINUTES**  
**ST. JOSEPH PARISH COUNCIL MEETING**  
**TUESDAY, 10/27/09**  
**OPTIONAL TOUR OF CONVENT – 7:00 PM**  
**RECTORY – LOWER LEVEL – 7:30 PM**

---

**(7) Interfaith Hospitality Network**

- See Social Action & Outreach Committee report.
- It is personally edifying to see the parish reaction to this project. Even those not involved are very supportive and happy to see this taking place. Mrs. Helen Bailey, Jim and Susan Bradtmueller, and Gary and Carol Enzweiler deserve our admiration and gratitude.

**PRINCIPAL'S REPORT** - Melissa Holzmacher

- St. Joseph School earned the School of Recognition honor for the Service Learning Projects completed during the 2008-2009 school year. We were one of twenty-eight schools in Northern Kentucky to receive this award. In order to qualify for this honor at least 70% of the student body must participate in at least one service learning project during the year and reflect upon the impact of their community involvement. As part of this award, we received the Jefferson Award -- a gold medallion awarded in recognition of outstanding public service. We have a banner hanging at the front entrance to our school and a beautifully framed poster with pictures of our students in action and the Jefferson Award. Mrs. Randle and I attended the Northern Kentucky Celebration of Philanthropy on October 22, 2009, where we received this award. It is now hanging in our main hallway.
- This week we are celebrating Red Ribbon Week. Our eighth graders made a video, and each morning we are watching a video clip and learning about the dangers of tobacco, alcohol, and drugs. The video concludes with a "Whatcha Gonna Do?" dilemma. Teachers and students are asked to discuss this sometime during the day. Today's dilemma: You are doing your weekly chores. Today is "laundry day" and you are helping by taking the clothes to the laundry. A cigarette falls out of your brother or sister's pocket.... Whatcha Gonna Do?
- Health Screenings are scheduled for November 9-10, 2009.
- November 12, 2009 is the end of the first trimester. Report cards will be distributed on November 23, 2009. Conferences are scheduled for November 23-24.
- Progress reports were issued the week of October 26, 2009.
- EdLine is close to being up and running.
- There have been some cases of the flu. Parents have been supportive of the school's requests to keep their children home for 24 hours beyond any indicated fever. Good hygiene and hand-washing have been emphasized and followed. These behaviors have led to healthy habits which will likely become part of the students' routines in the future.

**DIRECTOR OF RELIGIOUS EDUCATION REPORT** - Sr. Julaine

- Confirmation parent meeting is on November 4, 2009. On Sunday, November 8 at 9:30 am mass, we'll have confirmation enrollment and commitment. Students, parents and the students' sponsors have been asked to attend. There are 87 eighth graders seeking to be confirmed this year.
- PSR will show a video for 5<sup>th</sup>-8<sup>th</sup> graders called "Breaking the Silence." This video teaches the children how to seek help in situations of abuse. The video will be shown on Sunday, November 15, 2009.
- There will be an additional one-hour PSR teacher meeting on Sunday, December 6, 2009. This meeting will cover additional catechist training.
- The Adult Faith Formation informational surveys are being tabulated. Vicki Klocke is keying these in.
- Tim Schabell is working on a three-part course called Catholicism 101. The course starts November 9 and continues through November 16 and November 23. The course will cover our basic beliefs, catechism, Q&As, etc. This would be a good course for those coming out of the RCIA program or those who may need a refresher on our core teachings.

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

- The Capital Campaign had 45-50 improperly addressed letters. However, pretty much everyone should have letters at this point.
- Thank you letters are being sent out to families after their letters of intent have been received.
- We are looking at a simple way to track the number of participants and pledges.

**MEETING MINUTES**  
**ST. JOSEPH PARISH COUNCIL MEETING**  
**TUESDAY, 10/27/09**  
**OPTIONAL TOUR OF CONVENT – 7:00 PM**  
**RECTORY – LOWER LEVEL – 7:30 PM**

---

- We are hoping to have information next month on options to use online methods of credit card payment (e.g., Mastercard) to automate the payment mechanism. We are investigating ways to avoid/reduce fees with credit card companies.
- GROW fund envelopes will be replaced with a gold envelope for the Capital Campaign. The hope is that some parishioners will donate something in this envelope if they haven't filled out a letter of intent.
- There will be additional weekends planned in December for families who missed summer sittings for the Parish Pictorial Directory.

**BOARD OF EDUCATION REPORT** – Jay Rottinghaus

- The Teacher Appreciation Dinner will be held on November 10, 2009.
- Board is looking at the website and its function as a marketing tool. The website is currently focused inward, and we need to broaden its scope to attract new families.
- When there are bereavement dinners in Kelley Hall following Bereavement Masses, we have created a new system to help with VIRTUS concerns. Jennifer Batshoun will ensure there is a VIRTUS-trained hall monitor on site who will track the children from the first and second grade classrooms as they travel in the hallway (e.g., to use the restroom).
- The Board of Education is brainstorming ideas on tuition, trying to get a head start for next year.

**COUNCIL COMMITTEE REPORTS**

**FINANCE REPORT** (Missy Hickman, Jeanne Pettit, Joe Butts)

*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.*

- School tuition collection delinquency was only 1%, which is good.
- Financial reports show we continue to run a deficit. Budget is pretty tight and not a lot to cut. Need some new ideas, new kids in school, etc.
- Might change meeting time to 6 pm, prior to Parish Council meeting time.

**PLANNING, DEVELOPMENT & MAINTENANCE REPORT** (C. Pettit\*, C. Ampfer, D. Orth, C. Whelan, G. Parker)

*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.*

- Planning, Development and Maintenance meeting was held on Saturday, October 24, 2009:
  - Reviewed drawings representing 13% of the Construction Documents.
  - Reviewed schedule for completion of the Construction Documents.
  - Discussed the Music Area. Resolved to have meeting with Connie Lauer, Fr. Gerry, Lee Kessen, Chuck Pettit, and Rick Wolnitzek. The farthest east confessional could become storage for the Music Area. We will ask Connie about the need for a handicapped accessible position in the Music Area.
  - Reviewed the pew layout for handicapped accessible locations. Resolved to keep the two rear-most and the two mid-nave positions, to eliminate the two front-most and the side entrance positions, and to add two (or three) positions in the cross aisle. The front-most positions were not considered adequate for handicapped accessibility. This will be reviewed again on November 21, 2009.
  - Discussed the slightly revised Baptismal font location (moved 2' east). Decided to keep this location and to consider replacement of the floor tile with another accent flooring to give the font prominence and to address the existing red tile border that will no longer make any sense visually. Fr. Gerry requested a re-circulating pump in the font (see St. Ann's). A water supply and drain are not necessities. This will be reviewed again on November 21, 2009.

**MEETING MINUTES**  
**ST. JOSEPH PARISH COUNCIL MEETING**  
**TUESDAY, 10/27/09**  
**OPTIONAL TOUR OF CONVENT – 7:00 PM**  
**RECTORY – LOWER LEVEL – 7:30 PM**

---

- The Construction Manager selection was announced – Jim Cutter. Jim's offer and the diocese's approval to accept the offer were discussed. A written agreement and insurance matters remain to be completed.
- The new format of the Project Budget and Scope was reviewed. The new document shows six potential phases in a suggested order of priorities.
- The geotechnical proposal was briefly discussed. Fr. Gerry signed it after the meeting.
- The status of the Conditional Use Permit was presented. The staff report and recommendation have been received. The recommendation is for approval. The hearing is on November 2, 2009 at 7 pm. Rick Wolnitzek and Lee Kessen will attend.
- A meeting will be arranged to discuss the HVAC portion of the school air conditioning project so that this can be resolved by January. Potential sub-committee members are Daryl Orth, Lee Kessen, Jim Zilliox, Jim Cutter, Chuck Pettit and Rick Wolnitzek.
- Lee Kessen, Rick Wolnitzek and Chuck Pettit to go to zoning committee meeting on November 2, 2009.
- Amy Hatfield thanked the P&DM Committee on behalf of Parish Council for all the time they have put into the plans/development over the past few years.
- Once planning and development for the Capital Campaign is concrete and underway, PD&M Committee will move back to general maintenance role.

**PUBLIC RELATIONS & COMMUNICATIONS REPORT** (Amy Hatfield, Ray Donnelly)

*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).*

- Next Doughnut Sunday is on November 15, 2009, to be hosted by the Men's CRHP group.
- Christmas party for Parish Council and Board of Education will be on December 17, 2009 at Vira Schmidt's home.
- Joan Zai has agreed to help out the PR committee by taking care of supplies for Doughnut Sunday.

**SOCIAL ACTION & OUTREACH REPORT** (Susan Bradtmueller\*, Vira Schmidt, Chris Ampfer, Beth Halderman)

*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 Interfaith Hospitality Network of St. Joseph Church completed its first week (ever) as a host church from Sunday, October 4 through Sunday, October 12, 2009. Although there were a few minor bumps along the way, the week overall went extremely well and all involved were very pleased with the level of volunteerism and faith in action. IHN hosted four families at the beginning of the week, comprised of 5 adults and 8 children. Two families "graduated" from the program during the week by obtaining housing and/or jobs. By Thursday of the week, two additional children from one family were able to also join the program so that one family was fully reunited. In addition to the volunteers for driving the families to/from the Newport center, serving dinner, hosting evening activities, and serving as overnight hosts, a wide range of other parish families and organizations contributed their time and talents:
  - A prayer group provided groceries for the families to pack lunches for each day.
  - One couple provided drinks for the week.
  - The students of St. Joseph School donated paper towels, tissues, napkins and wipes.
  - Students from Service Stars made prayer cards to accompany stuffed toys. These were placed on each child's bed before they arrived at the convent.
  - One of the Girl Scout troops made personalized name plates for the bedroom doors.
  - Two women offered complimentary haircuts for the guests.
  - One woman offered to make cakes if we had a birthday or special occasion to celebrate for any one of the guest family members.

**MEETING MINUTES**  
**ST. JOSEPH PARISH COUNCIL MEETING**  
**TUESDAY, 10/27/09**  
**OPTIONAL TOUR OF CONVENT – 7:00 PM**  
**RECTORY – LOWER LEVEL – 7:30 PM**

---

- The STP volunteers trimmed all of the bushes, pulled weeds, and planted flowers to beautify the convent landscaping.
- The Thursday evening hosts brought pumpkins and decorating items to bring Halloween fun and spirit for the families.
- Several volunteer crews helped with cleaning/mopping/organizing the convent from top to bottom and getting beds set up and made for the guests the first Sunday morning.
- Many, many people gave donations of bedding, pillows, pack-n-plays, towels, toys, books, games, dishes, etc. to make the convent ready for families and cozy for all.
- Monetary donations have also been placed in a church account and earmarked for IHN. This money will be used for unforeseen needs and emergencies.
- Many people of the parish prayed for the IHN families and for a successful week for all.

We believe the number of parishioners and organizations who will be participating in IHN will continue to grow, as many felt that they received more than they gave in the process. We were sent three thank you letters from the families expressing genuine appreciation and requests that we continue to pray for them in their times of difficulty. A HUGE parish thanks goes out to Helen Bailey, who organized and brought a cozy, warm touch to the families' evenings and daily events at the convent. Thanks also goes to Father Reinersman for reaching out to the IHN ministry in Newport and facilitating the early process of bringing the ministry to St. Joseph (and for driving the van of guest families from/to Newport several times during the week!).

- The next IHN week is December 20-24, 2009. The IHN team is already working on activities to help bring some holiday spirit to the family guests. Plans are to include the families in the parish's Jesse Tree program and to give them the opportunity to decorate a Christmas tree in the convent for the week.
- If you or anyone you know has an interest in joining the IHN ministry, please ask them to contact Helen Bailey, Gary and Carol Enzweiler, or Jim and Susan Bradtmueller for details.

- St. Vincent de Paul will be operating their third Bundle Sunday this Saturday and Sunday (Oct. 31 and Nov. 1). They will be seeking gently used furniture, small appliances, clothing, shoes, etc.

- A group of students at NCC are looking to collect 10,000 canned goods in 200 days. Their initial planned collection date was too close to Thanksgiving. They agreed to collect donations of canned goods at the Christmas Collage on December 11, 2009.

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

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

- The Stewardship Committee met on 10/19/2009. Plans for the committee include:
  - Meeting quarterly unless otherwise necessary.
  - Taking an active role in renewal campaign (November).
  - Soliciting more committee members via the bulletin (November).
  - Meeting in January 2010 for telephone solicitations if the bulletin campaign doesn't work.
  - Highlighting a committee (e.g., St. Mary Ladies' Society) and other organizations in their ministries (preparing phone interview script) and posting this in bulletin/Carpenter's Connection/website beginning January 2010.
  - Stressing "time and talent" in '10 in light of Capital Campaign.
  - Providing a monthly or bi-monthly stewardship message in the bulletin or Carpenter's Connection -- maybe pull from the diocesan publication on stewardship, the Observer.
  - Soliciting additional suggestions for the Stewardship Committee from Parish Council at the October meeting.

**MEETING MINUTES**  
**ST. JOSEPH PARISH COUNCIL MEETING**  
**TUESDAY, 10/27/09**  
**OPTIONAL TOUR OF CONVENT – 7:00 PM**  
**RECTORY – LOWER LEVEL – 7:30 PM**

---

**LITURGY & WORSHIP REPORT** (Jeanne Pettit, 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.*

- Last meeting included a discussion of 40 Hour for the bulk of the meeting. The committee also discussed some of the holiday events coming up.

**YOUTH & FAMILY REPORT** (Vira Schmidt\*, Amy Hatfield, Christine Whelan)

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

- At last month's Service Stars meeting, the children donated stuffed animals to IHN and received a tour of the rectory.
- The Service Stars children have also painted patriotic frames and crosses for a Veteran's Day celebration which will take place on Veteran's Day. They will be honoring veterans they know and love.
- Toddler Time is still going strong. The program held an open house on September 27, 2009.

**NEW BUSINESS**

- Members reviewed an article on "Bringing Inactive Catholics Back." Council discussed the ways that identity with the Church is strengthened today. Council also discussed ways to reverse the trend of "episodic" Mass attendance.
- Vira Schmidt did a fabulous job giving testimonials on behalf of the Capital Campaign at the Sunday Masses on October 24, 2009.

**ADJOURNMENT:** Moved by: Chris Ampfer                      Seconded by: Jeanne Pettit

**NEXT MEETING:** 7:30 pm, November 24, 2009