

MEETING MINUTES
ST. JOSEPH PARISH COUNCIL MEETING
TUESDAY, 11/24/09
RECTORY – LOWER LEVEL – 7:30 PM

ATTENDANCE

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

P=Present and A=Absent

GUESTS

Chris Wells , 2009 Parish Festival Director.

- Chris handed out the 2009 financial summary, reporting that 2009 net earnings were less than 2008. Given state of economy, Chris was pleased with the results. (See Attachment A and Attachment B.)
- Major raffle revenues were down significantly.
- Attracting volunteers difficult, yet many hard workers made for success.
- Chris and team working to not “waste” money on the dinners.
- Continued open line of communication between Chris and Parish Council.

APPROVAL OF LAST MEETING MINUTES

Moved by: Jeanne Pettit

Seconded by: Christine Whelan

CORRESPONDENCE

None.

PARISH REPORTS

PASTOR’S REPORT - Fr. Reinersman

I Capital Campaign

- going slowly but surely, about 300 letters of intent have been received;
- will have to assess what projects are possible with funds raised:
 - will work with the Planning Development & Maintenance Committee and Campaign Steering Committee;
 - likely first thing will be to air-condition school;
- another newsletter will be out next week which will include contributors;
- will be following up as necessary;
- Amy asked about total raised (\$800K) and ways to communicate we are falling short – options will be discussed with consultant.

II Interfaith Hospitality Network

- mentoring opportunity for families who have been in IHN program and desire ongoing mentor support and encouragement;
- would like to have some group / committee consider the feasibility of this proposal and see it through to implementation if it is feasible;

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- See correspondence. Would need to work with Director of IHN.

III FYI: Parish Organizational Chart

- see Attachment C, which shows large number and variety of roles within the parish;
- required by Diocesan Synod Directives to show lines of accountability and reporting.

IV Stewardship

- Eileen Ampfer gave the parish a small (but heavy) statue of Jesus and the Children to place in front of the convent;
- anonymous donor gave a great deal of time to designing and building the Advent candles on the parish's front lawn, and STP helped secure them and installed lighting.
- Boosters donating time, labor and materials to re-building the concession area in the gym.

PRINCIPAL'S REPORT - Melissa Holzmacher

- St. Joseph is the site for the Campbell County Parochial Schools H1N1 flu vaccination clinic. The Health Department will be here from 10 am to 4 pm on Monday, December 14, 2009. Beginning at 10 am, St. Joseph parents can pick up their child and take them to the gym for the flu vaccination. The entire school will dismiss at 10:45 am. The other diocesan schools have staggered release times so that parents can bring them to St. Joe's for the vaccination.
- All the classrooms have an Advent wreath. Every morning, the school will read a reflection over the announcements and add to our Advent display by the front office. We will have an out of uniform day to help Prince of Peace School with something that they need. On Friday, Dec. 18, 2009, we will have an All School Liturgy.
- DARE Graduation is 7 pm on Thursday, Dec. 3, 2009, for the 6th graders.
- On Dec 15, 2009, grades 1 and 2 will perform a Christmas Concert in Memorial Hall at 7 pm.
- On Dec 18, 2009, students in grades 1-6 will play bingo in the afternoon and grades 7 and 8 will have a sock hop.
- Christmas break begins on Dec. 21, 2009. Classes will resume on January 4, 2010.

DIRECTOR OF RELIGIOUS EDUCATION REPORT - Sr. Julaine

- ADULT FAITH FORMATION survey (150 people responded)
 - Top topics from the survey:
 - Basic beliefs, Church History, Current Issues in the Church, Understanding Moral Issues, Personal Prayer and Spirituality, Finding God in My Life
- Little Rock Bible Study ends Dec. 8, 2009; 8-14 persons participated.
- 'Catechism 101' by Tim Schabell ends Nov. 23, 2009 – about 20 persons attended. Groups would focus on topics as they unfolded. Wide range of ages of participants, and Eucharist was a topic of great interest. Tim may continue program.
- PSR: The video "Breaking the Silence" was used for Preventing Child Abuse component this year. Grades 5-8 and their parents attended. Program was Sunday, Nov. 15, 2009.
- Sunday Pre-school Religion will present the Christmas Pageant at the 9:30 am Mass on Sunday, Dec. 27, 2009.
- The little Advent Blue Books have been purchased again this year and will be offered to parishioners.
- Theology of the Body presentation will start on the Wednesday of Lent after Ash Wednesday.

BUSINESS MANAGER'S REPORT - Lee Kessen

- Discussion of the contract with architect; Lee spoke with Diocesan lawyers; important to be clear on details of ongoing projects.
- Annual contributions statements will be sent out before next council meeting in January.
- Credit card machines in place that can be used for Capital Campaign. At this point, the machines will only be used for the Capital Campaign, and notice of this option will be included in the bulletin.
- After receiving contribution, second step will be to process it.
- Still looking for other ways for people to be able to make contributions.
- Lee looking into email problems with St. Joe's server.
- Lee is serving on the Diocesan Policy & Procedures board.

BOARD OF EDUCATION REPORT – Alicia Donnelly (for Jay)

- The Teacher Appreciation Dinner was a success. Each faculty and staff member received a gift via Scripts.

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- Board is looking at the website and its function as a marketing tool. Considering redesigning it to freshen it up, and they are deciding on content.
- Updates have been sent to Steve Hatch.

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.

- Father has asked for budget process to start early this year.
- Finance and BOE will meet jointly to discuss tuition rates sometime in early January 2010.
- Father does not expect "freezing" of tuition rates this year.

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.

- Next meeting is January 9, 2010.
- The HVAC subcommittee continues to meet.
- Twenty percent (20%) of architect's drawings are complete.
- Chuck has sheet with desired new layout of the Church.
- Reviewed location of new elevator -- there may be an issue with sandy soil.
- May have to cut out/prioritize projects.
- Chuck is mainly concerned with updating the restrooms.
- Chuck reminded team of need for electrical update and detailed hurdles of using parishioner-owned businesses on big projects.
- Air-conditioning will precipitate a 28% increase in electrical costs.

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 January 17, 2010. Ray will coordinate.
- Amy communicated with Steve Hatch about website and the many outdated entries.
- Alicia Donnelly suggested having a 'point person' for each organization who would be responsible keeping website current.
- Christmas party for Parish Council and Board of Education will be on December 17, 2009. at Vira Schmidt's home. Grab-bag gift will be optional.
- Garren said he will use a Mac in creating Carpenter's Connection and discussed his initial ideas.

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 ("IHN") will host its second set of families from December 20-24, 2009. The IHN team has spent the past 6-7 weeks looking at ways to improve the system and/or the facilities for the guests. We have a shorter span of days than usual this time due to the Christmas holidays. The families will be placed in hotels for Christmas Eve and Christmas. Some IHN volunteers are making plans to go to the hotel rooms early to set up trees and presents for the families. IHN is also working with the Jesse Tree coordinators to include the IHN families in the gift-giving tradition. Other holiday spirit festivities and signs of the Christmas season are also being planned for the IHN families at the convent during the week.

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- The Northern Kentucky IHN office is looking for persons or families willing to mentor families who have progressed through the program but still need encouragement, assistance in decision-making skills, etc. The request has been forwarded to the Social Action & Outreach Committee. We believe Frank Kramer has already expressed some interest in this service opportunity.

- St. Vincent de Paul filled two full trucks and a trailer during their third Bundle Sunday of the calendar year on Oct. 31 and Nov. 1, 2009. The Society is fielding more requests for help from families facing financial stress, likely in light of the recession (many heads of households have unexpectedly lost their jobs). Please continue to stress the importance of providing assistance to the St. Vincent de Paul efforts – financial, food, clothing and gently-used furniture donations are always greatly appreciated.

STEWARDSHIP REPORT (Deacon Tim, Mike Moloney)

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

- Committee says to "stay tuned" as they continue to look at opportunities to highlight organizations and "time & talent in 2010."

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.

- Final report on 40 Hours was provided. There was a great response to the Homily. They also expressed many thanks to Fr. Josh for his role as organizer. The committee also suggests that organizations RSVP next year to encourage greater participation. They also suggested that more specific instructions be circulated to participating organization next year (e.g., where to meet, where to sit, how to process, etc.).
- Christmas Eve Midnight Mass will be at 11 pm this year.
- Penance Service on 11/30 at 7 pm.
- Christmas Collage (Christmas/religious music concert featuring St. Joseph and NCC choirs) will be held on Friday, December 11, 2009; helpers needed to handle donations, help with sweets/coffee in Kelley Hall after the concert.
- Amy proposed putting event times/dates on website.

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.

- The Service Stars children painted patriotic frames and crosses for a Veteran's Day celebration. Veteran appreciated this and soldiers spoke to the children.
- Toddler Time is lightly-attended but appreciated.

NEW BUSINESS

None.

OLD BUSINESS

- We continued to discuss the article "Bringing Inactive Catholics Back" by Frank P. DeSiano, C.S.P. We discussed the following question: What do people see, feel and get involved with (i.e., experience) at St. Joe's that encourages their affiliation? Specifically, what opportunities for participation are there in mission work and small group conversation?

Participated in discussion of the different communities here with emphasis on those that foster affiliation. Once people feel an affiliation as part of a parish group or maybe just by witnessing or interacting with an active group, they may be drawn further into the community and deeper involvement.

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Tim felt the fact that the Church encourages structure and that formality was beneficial and something people respond to.

Another point was that hands-on resources and personal outreach is very important. Father stated that face-to-face interaction is still the best way to engage someone.

Also discussed importance of emphasizing spirituality as a key -- it is often lacking in people's lives.

- Online scheduling will now accept appointments for December 18-19, 2009 for parishioner sittings for the Parish Pictorial Directory.

ADJOURNMENT: Moved by: Missy Hickman

Seconded by: Jeanne Pettit

NEXT MEETING: 7:30 pm, January 26, 2010

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Attachment A

St. Joseph Festival Summary, August 2009

	Gross Earnings	Expenses	2009 Net Earnings	2008 Net Earnings	08-09 \$ Change	08-09 % Change	2007 Net Earnings	2006 Net Earnings
1 Car / Cash Raffle	32,250.00	16,335.00	15,915.00	22,971.00	(7,056.00)	-30.72%	10,046.00	22,474.63
2 Bar	14,919.85	5,863.05	9,056.80	8,821.80	235.00	2.66%	8,462.02	8,703.40
3 Kitchen	13,066.96	9,504.88	3,562.08	4,002.05	(439.97)	-10.99%	3,183.25	5,361.50
4 Carryout	4,407.00		4,407.00	3,835.00	572.00	14.92%	3,281.00	2,885.00
5 Major Raffle / Jumbo Split	11,117.00	3,980.00	7,137.00	9,919.00	(2,782.00)	-28.05%	4,417.00	4,950.21
6 Rides	15,793.76	11,012.00	4,781.76	5,243.07	(461.31)	-8.80%	5,808.20	5,461.21
7 Pull Tabs / Bars & Bells	3,847.50		3,847.50	3,631.90	215.60	5.94%	3,827.75	2,433.98
8 Kids Tickets *	4,956.05	1,650.08	3,305.97	3,395.17	(89.20)	-2.63%	1,647.49	2,905.78
9 Beat the Dealer	2,858.00		2,858.00	927.70	1,930.30	208.07%	2,678.85	1,794.25
10 Grill	5,369.85	2,872.57	2,497.28	2,401.15	96.13	4.00%	2,841.07	2,628.59
11 \$25 Wheel	2,066.00		2,066.00	2,289.60	(223.60)	-9.77%	1,358.25	1,843.35
12 Texas Poker	1,944.75		1,944.75	1,611.10	333.65	20.71%	1,881.50	1,302.00
13 Big Six	1,644.31		1,644.31	1,328.25	316.06	23.80%	1,767.40	1,575.05
14 5K Run	4,697.00	3,079.33	1,617.67	2,126.42	(508.75)	-23.93%	3,239.34	-
15 Snacks / Food	2,643.80	1,261.53	1,382.27	1,198.66	183.61	15.32%	1,213.17	780.34
16 Funnel Cakes	2,205.30	838.36	1,366.94	1,595.52	(228.58)	-14.33%	975.74	1,126.17
17 Horse Race	1,209.41		1,209.41	1,273.00	(63.59)	-5.00%	1,147.65	1,280.54
18 Drinks NR	2,923.08	1,781.71	1,141.37	2,146.04	(1,004.67)	-46.82%	2,082.05	2,009.74
19 Pot of Gold	1,057.00		1,057.00	795.94	261.06	32.80%	1,111.10	1,297.05
20 Bingo	982.00		982.00	728.50	253.50	34.80%	553.90	859.90
21 Battle Royale	667.95		667.95	661.86	6.09	0.92%	923.10	670.66
22 Gas Cards	949.00	350.00	599.00	582.00	17.00	2.92%	0.00	852.50
23 Tennis Ball	824.25	257.01	567.24	467.71	99.53	21.28%	675.23	845.59
24 Cornhole	425.74		425.74	535.00	(109.26)	-20.42%	1,091.00	907.00
25 Speed Pitch	362.75	22.00	340.75	108.25	232.50	214.78%	603.15	534.65
26 Wine	247.00		247.00	225.00	22.00	9.78%	224.75	319.00
27 Sand Art	563.00	320.18	242.82	3.01	239.81	7967.11%	2.00	853.50
28 Bingo Drinks	7.50		7.50	13.50	(6.00)	-44.44%	3.00	854.50
29 Air Mail	0.00		0.00	205.75	(205.75)	-100.00%	655.25	566.56
30 Blackjack / Seven Card 06	0.00		0.00	0.00	-		1,327.00	515.00
31 Groceries	0.00		0.00	0.00	-		1,031.40	662.40
32 Ice Cream	0.00		0.00	0.00	-		309.71	102.15
33 Kids Prize Booth	0.00		0.00	0.00	-		82.48	118.53
34 Fruit	0.00		0.00	0.00	-		0.00	(35.30)
35 Putt Putt	0.00		0.00	0.00	-		0.00	383.25
36 House Raffle	0.00		0.00	0.00	-		0.00	851.50
Donations	350.00		350.00	455.00	(105.00)	-23.08%	20.00	165.00
Signs	5,780.00	50.16	5,729.84	1,800.00	3,929.84	218.32%	1,500.00	1,512.00
Subtotal	140,135.81	59,177.86	80,957.95	85,297.95	(4,340.00)	-5.09%	69,970.80	82,351.18
Paid out								
Tents		4,202.50	(4,202.50)	(4,212.50)	10.00	-0.24%	(4,035.50)	(3,700.00)
Security		1,540.00	(1,540.00)	(1,260.00)	(280.00)	22.22%	(1,560.00)	(1,080.00)
Portables		378.00	(378.00)	(478.00)	100.00	-20.92%	(475.00)	(475.00)
Rumpke		756.80	(756.80)	(756.80)	-	0.00%	(744.80)	(728.00)
Shirts		675.00	(675.00)	(663.50)	(11.50)	1.73%	(778.50)	(849.40)
Wiring		753.31	(753.31)	(249.20)	(504.11)	202.29%	0.00	(333.97)
Sound		1,050.00	(1,050.00)	(950.00)	(100.00)	10.53%	(1,000.00)	(800.00)
License		325.00	(325.00)	(25.00)	(300.00)	1200.00%	(25.00)	
Music			0.00	0.00	-		(900.00)	
Advertising		306.00	(306.00)	(576.00)	270.00	-46.88%	(899.00)	0.00
Misc.		1,933.50	(1,933.50)	(610.64)	(1,322.86)	216.64%	(2,028.32)	(767.76)
Subtotal	0.00	11,920.11	(11,920.11)	(9,781.64)	(2,138.47)		(12,446.12)	(8,069.47)
Grand Totals	140,135.81	71,097.97	69,037.84	75,516.31	(6,478.47)	-8.58%	57,524.68	74,281.71

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ATTACHMENT B

St. Joseph Festival Summary – percent earnings/profit by activity/event

		Gross Earnings	% of Total	Direct Expenses	% of Total	Net Earnings	% of Total	Net Profit %
1	Car / Cash Raffle	32,250.00	23.0%	16,335.00	27.6%	15,915.00	19.7%	49.3%
2	Bar	14,919.85	10.6%	5,863.05	9.9%	9,056.80	11.2%	60.7%
3	Kitchen	13,066.96	9.3%	9,504.88	16.1%	3,562.08	4.4%	27.3%
4	Carryout	4,407.00	3.1%	0.00	0.0%	4,407.00	5.4%	100.0%
5	Major Raffle / Jumbo Split	11,117.00	7.9%	3,980.00	6.7%	7,137.00	8.8%	64.2%
6	Rides	15,793.76	11.3%	11,012.00	18.6%	4,781.76	5.9%	30.3%
7	Pull Tabs / Bars & Bells	3,847.50	2.7%	0.00	0.0%	3,847.50	4.8%	100.0%
8	Kids Tickets *	4,956.05	3.5%	1,650.08	2.8%	3,305.97	4.1%	66.7%
9	Beat the Dealer	2,858.00	2.0%	0.00	0.0%	2,858.00	3.5%	100.0%
10	Grill	5,369.85	3.8%	2,872.57	4.9%	2,497.28	3.1%	46.5%
11	\$25 Wheel	2,066.00	1.5%	0.00	0.0%	2,066.00	2.6%	100.0%
12	Texas Poker	1,944.75	1.4%	0.00	0.0%	1,944.75	2.4%	100.0%
13	Big Six	1,644.31	1.2%	0.00	0.0%	1,644.31	2.0%	100.0%
14	5K Run	4,697.00	3.4%	3,079.33	5.2%	1,617.67	2.0%	34.4%
15	Snacks / Food	2,643.80	1.9%	1,261.53	2.1%	1,382.27	1.7%	52.3%
16	Funnel Cakes	2,205.30	1.6%	838.36	1.4%	1,366.94	1.7%	62.0%
17	Horse Race	1,209.41	0.9%	0.00	0.0%	1,209.41	1.5%	100.0%
18	Drinks NR	2,923.08	2.1%	1,781.71	3.0%	1,141.37	1.4%	39.0%
19	Pot of Gold	1,057.00	0.8%	0.00	0.0%	1,057.00	1.3%	100.0%
20	Bingo	982.00	0.7%	0.00	0.0%	982.00	1.2%	100.0%
21	Battle Royale	667.95	0.5%	0.00	0.0%	667.95	0.8%	100.0%
22	Gas Cards	949.00	0.7%	350.00	0.6%	599.00	0.7%	63.1%
23	Tennis Ball	824.25	0.6%	257.01	0.4%	567.24	0.7%	68.8%
24	Cornhole	425.74	0.3%	0.00	0.0%	425.74	0.5%	100.0%
25	Speed Pitch	362.75	0.3%	22.00	0.0%	340.75	0.4%	93.9%
26	Wine	247.00	0.2%	0.00	0.0%	247.00	0.3%	100.0%
27	Sand Art	563.00	0.4%	320.18	0.5%	242.82	0.3%	43.1%
28	Bingo Drinks	7.50	0.0%	0.00	0.0%	7.50	0.0%	100.0%
29	Donations	350.00	0.2%	0.00	0.0%	350.00	0.4%	100.0%
30	Signs	5,780.00	4.1%	50.16	0.1%	5,729.84	7.1%	99.1%
Total		140,135.81	100.0%	59,177.86	100.0%	80,957.95	100.0%	57.8%

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