

Saint James Parish
Pastoral Council Minutes
October 11, 2017

Call to Order: Co-chair, Kim Boho, called the meeting to order at: 7:06 pm

Present: Dcn. Sandy Sites, Kim Boho, Terry Brecklin, Pat Buehler, Joe Gonzalez, Ray Gross, Matt Hoffa, Tim Khoury, Jill Lehnen, David Topp, John Walker

Excused: Paul Stevens, Ellie Allen

Gospel Reading and Reflection

Terry Brecklin read Luke 11: 1 – 13. The passage, which includes the Lucan version of the Our Father, teaches us about the importance of persistence in our prayer lives and that God responds to our prayers with the gift of the Holy Spirit. Dcn. Sandy shared the phrase, **P**rayers **t**hat **f**low **p**roperly, as a reminder for four kinds of prayer: **P**raise, **T**hanksgiving, **F**orgiveness and **P**etition

Approval of Minutes

Motion to approve the September minutes was made by Pat Buehler; second by Jill Lehnen. Minutes approved.

All Committee Night – Liaison Reports

Prayer and Worship. Terry Brecklin reported that the gold bowls for distributing communion have been purchased and will be in use by Advent. Ray Gross and Terry summarized the discussion about installing railings at the altar. The pastoral council discussed the topic further and recommended moving forward with the plans, adding the caveat that the railings be aesthetically pleasing and not an eye-sore. A railing would help Fr. Dennis. Furthermore, a railing would make the altar accessible to older or disabled parishioners who desire to serve as eucharistic ministers or readers.

Finance: Joe Gonzalez reported that an ad hoc committee is working to address our immediate budget deficit, primarily through an enhanced offering. Once our immediate needs have been met, an ad hoc committee will begin addressing the need for a reserve fund. This work will likely begin in January. An end-of-life planning seminar will be offered in the context of supporting a parish Legacy fund. Joe is taking the lead in this area.

The Finance Committee is developing a 3-5-7 Year Strategic Plan. The goal of such a plan is to achieve a balanced budget by year 3, a reserve fund by year 5, and zero-based budgeting by year 7. A facilities maintenance plan will be discussed by the committee, as well.

Human Concerns: Joe Gonzalez reported that the Human Concerns Committee will be reviewing the scope of our tithing to other organizations. Discussion of a Gay and Straight in Christ group has been put on hold. The Human Trafficking subcommittee is working with other groups in the area to establish a trafficking task force in Waukesha County.

Activities: John Walker reported that the Activities Committee is without a chair. Ruth Ann Stevens contacted members who have been involved in past projects in hopes of finding a chair. Although many are interested in helping, no one has volunteered to step forward to lead the planning for this committee.

Stewardship: Kim Boho reported confusion of some members about the focus of the Stewardship Committee. Some believe the focus is Time and Talent while others believe it is Time, Talent and Treasure. Gerry Wolfe will clarify the focus at the next meeting.

Christian Formation: Matt Hoffa and Tim Khoury reported that the committee discussed a plan proposed by Prayer and Worship which is aimed at fostering more youth involvement in the liturgy. Committee members support the concept behind the plan but the logistics need to be worked out between Sue Devine Simon and Barb Schuelke.

Related Discussion: Terri Weber is revising the Ministry brochure. It will be ready for review soon. In the future, the pastoral council will review the scope of our ministries. Dcn. Sandy suggested that we may need to prioritize our activities to ensure that we are not stretched too thin and to ensure the work supports the mission of the parish. We need alignment between our actions and our vision. A clear understanding of mission along with a focused vision will help us reexamine all we are doing now and provide a lens for examining new proposals.

At the November meeting, the pastoral council will discuss ways in which we can be visionary, proactive and intentional in our work. Homework for the November Meeting: Reflect and pray on things the council might focus on for the next year. Bring one idea to the meeting for discussion and discernment.

Co-Chair Reports

Kim Boho asked members to complete their bios and send them to her. Council members should plan to have photos taken at the next meeting. Jill Lehnen volunteered to mount the new photos in the frame.

Kim recommended council members read *Tools for Rebuilding: 75 Practical Ways to Make Your Parish Better*. The book has many ideas about working with a clear mission and vision.

Parish Director's Report

Dcn. Sandy provided a brief update of the Town Hall Meeting and reviewed the Historical Data and Trending Report. He is working with the archdiocese to create a parallel report which will enable us to benchmark our data trends against trends from surrounding parishes.

A significant budget concern is that we have been unable to make our yearly assessment payment to the archdiocese for several years. Consequently, we are over \$200,000 in arrears. Fortunately, the diocese is allowing us time to make this payment without incurring a penalty or additional interest. The yearly assessment is based on four percent of a parish's gross income.

The Archdiocese budget reporting requirement makes it difficult for parishioners to understand the full financial picture because the Archdiocese does not allow parishes to consider mortgage and interest as an expense. Good news for our budget is that the mortgage payments will be completed by July 2019.

Other Announcements:

Co-chair Kim Boho announced that she is resigning from the Pastoral Council. She plans to remain active in other parish ministries. At the close of the meeting, council members extended their hands in blessing over Kim. She received many thanks for her work on the Pastoral Council.

Meeting Adjourned: 9:30 PM

Respectfully Submitted,
Terry Brecklin
Secretary

Mission Statement

St. James is a vibrant, welcoming Catholic Community journeying towards the fullness of the Kingdom of God through worship, formation and service.