

Saint James Parish
Pastoral Council Minutes
September 13, 2017

Call to Order: Co-chair, Kim Boho, called the meeting to order at 7:07 pm.

Present

Dcn. Sandy Sites, Ellie Allen, Kim Boho, Terry Brecklin, Pat Buehler, Ray Gross, Jill Lehnen, David Topp, John Walker

Excused

Joe Gonzalez, Matt Hoffa, Tim Khoury, Paul Stevens

Gospel Reading and Reflection

Pat Buehler read John 13:1-9. Pat said this passage can help us to remember that our mission as a pastoral council is one of servitude.

Approval of Minutes

Motion to approve August minutes was made by Ray Gross; second by John Walker. Minutes approved.

New Members

David Topp was welcomed as the newest member of the council. David will serve as the liaison to the Human Concerns Committee

All Committee Night Liaison Updates

Joe Gonzalez- Finance

Ellie Allen - Health

David Topp - Human Concerns

All Committee Night – Liaison Reports

Human Concerns: Ellie Allen reported that the adoption group will now be part of the health committee. The adoption group is raising awareness of adoption by putting one-liners in the bulletin throughout September and October. There will be a blessing of families with adopted children in November. The date is to be determined.

Activities: John Walker reported that this committee is seeking additional members. To fill that need, Ruth Ann Stevens is reaching out to those involved in the work that falls under the Activities Committee umbrella (Holly Days, Thrift Sale, Mass on the Grass, etc.). An announcement may be placed in the bulletin as well.

Health Committee: Jill reported that the committee has no chair and that some thought a staff member could be the chair. Dcn. Sandy emphasized that the chair of any committee must be a lay person, not a staff member.

Worship and Liturgy: Terry Brecklin reported that Arts & Environment is still seeking a chair. The council suggested that the next announcement in the bulletin clarify the responsibilities of the role and the time commitment. Terry will relay this suggestion to Barb.

Additional Discussion. The Council will revisit the shortage of committee chairs at a future meeting. It was suggested that, at the very least, a committee have a contact person who can field inquiries. As with the role of chair, the contact person should be a lay person, not a staff member.

We need to update our list of chairs and secretary for each committee. Committees will be asked to provide this information.

New Men's Ministry: Intentional Fatherhood

Matt Mertens spoke to the council about the purpose of Intentional Fatherhood, a new men's ministry which is in its formative stages. The intention of the ministry is to help men become better fathers and husbands. The focus of the group is Christ-Community-Family.

Matt and a core group of 6-8 men are involved in launching the endeavor. The group's intention is to serve men at St. James, as well as men in the larger community. Future events may include: An Offensive/Defensive Parenting Series, a day-long or weekend retreat on biblical fatherhood, book talks, and father-child events, including events which enable them to serve the community. Because the group is reaching out to those in the larger community, they are seeking a venue other than St. James for their meetings.

Matt is developing an organizational structure that will enable the group to be most effective in their efforts. Dcn. Sandy Sites said help is available free of charge through the archdiocese for this type of planning. Matt is also looking for a volunteer to help with graphics and marketing materials.

Currently, communication about the group is by word of mouth and Facebook. International Fatherhood is a closed site on Facebook so interested persons must ask to join. Email Matt at mmertens@wi.rr.com for more information.

Co-Chair Report: Kim Boho and Pat Buehler

- Council members were asked to complete bios for the new website.
- Updated photos will be taken in the future.
- Council members are encouraged to continue giving feedback on the new website during the soft launch period.

- The Spirituality of Stewardship Leadership Conference, A Morning for all Leaders and Interested Persons from Parishes, Schools and Catholic Institutions, will be held on Friday, November 3, 2017 and repeated, Saturday, November 4, 2017 from 8:30 a.m.-1:00 p.m. at the Cousins Center. This gathering will center on the Spirituality of Stewardship and especially how it is connected to our call to discipleship. Father Maurice Nutt, C.Ss.R. is the featured speaker. There is no cost to attend the conference. Register via this link: <https://www.archmil.org/archmil/Synod/Spirituality-of-Stewardship.htm>

- Catholic ID will launch again sometime in October. There will be a 10-week session which is a repeat of the first round and a 6-week session with a new book for returning ID participants. Kim encouraged council members to work one of these sessions into their schedules.

- The Evangelization committee proposed fellowship Sunday twice each month. Kim asked for feedback on adding an Ice Cream Sunday on the 3rd Sunday of the month. Council members were receptive to the idea. Kim will coordinate, along with help from confirmants. The group discussed ways to encourage attendance and build more community through fellowship Sundays. An invitation from the altar and reminders from ushers may encourage more people to stay and interact after mass.

- Pat recommended an update to the parish regarding the increased cost for the roofing project. Dcn. Sandy will address this at the September 26 Town Hall Meeting

Parish Director's Report – Dcn. Sandy Sites

- Mass with the Archbishop is Sunday, September 17. The first three rows will be reserved for staff, Finance and Pastoral Councils, and their families. After the homily, each group will be introduced and individuals will be called by name to come to the altar.
- The Finance Council changed its meeting date from the 1st Wednesday to the 1st Tuesday of the month to allow more time for the meeting. The group meets in the parish office beginning at 5:00 PM.
- Those with ideas for new ministries should present the idea to the parish council before the launch.
- We will be updating our list of ministries, along with the contact person for each. A brochure describing each ministry will be prepared by the staff.

- Our contributions are not meeting our expenses and we have no reserve. An ad hoc committee has been formed to address short term needs and the Finance Committee is designing a coordinated plan to address immediate and long-term needs, including the need to build a reserve. The plan will be presented to the parish. We will end the 2016-17 with a budget deficit of approximately \$16,000. A parish finance report will be presented at the September 26 Town Hall Meeting.

- Dcn. Sandy attended a conference for parish leaders. A speaker at the conference reminded parish councils to pay attention to what matters. The speaker suggested councils identify three and only three areas for an entire year. St James council members were open to this idea and recommended it for future discussion. Though we are an active parish, we may be able to do an even better job with a tighter focus. A question to ask ourselves: If someone came to our parish would they find the resurrection, the good news, and a goal that inspires?

- Dcn. Sandy wants and welcomes feedback. It is important to know what things are going well, as well as areas that need attention.
- Dcn. Sandy is preparing an article about sharing ministries between St. James and Good Shepard. The article will appear in the newsletter, not the bulletin.

- St. James has one assisting priest and Good Shepard has two assisting priests. Sharing the 3 priests between the two parishes will streamline scheduling challenges in months with 5 Sundays. This sharing may begin during Advent. We are hoping to gain a second assisting priest in July.

- Dcn. Sandy is planning catechesis before mass. Topics will focus on the mass; topics about what we are doing organizationally could also be included.
- Dcn. Sandy's responsibilities are the same as a priest administrator. He will draft an organizational chart to illustrate the various roles and responsibilities within the parish.

Meeting Adjourned: 9:20 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.