

St. James Pastoral Council Minutes – September 11, 2019

Call to Order and Opening Prayer

The meeting was called to order at 7:05 pm. Terry Brecklin led the opening prayer.

Present: Dcn. Sandy Sites, Joe Gonzalez, Terry Brecklin, Tim Khoury, Lisa Kovaleski, Matthew Lehner, Kim Cavaliero-Keller, Sharon Young, Ray Gross

Excused: John Walker and Jill Lehen

Approval of Minutes: The June minutes were approved prior to the meeting via the email approval process.

Election of Officers

- Deacon Sandy reviewed the officer's roles and facilitated the nomination and selection of officers. Terry Brecklin will serve as chair and Lisa Kovaleski will serve as vice-chair.
- The secretary's role was not filled. We discussed seeking a Recording Secretary whose role would be to take notes for the Secretary. This would free the person in the Secretary's role to be fully engaged in the discussion at the meeting. The Secretary would be responsible for reviewing the minutes before submitting them to the council for approval.
- Terry will contact absent members to see if they have an interest in assuming the Secretary role with the understanding that we will seek a Recording Secretary. We also discussed rotating the responsibility of taking notes if we are unable to name a Secretary and Recording Secretary

Selection of Committee Liaisons

- Committee Liaisons for 2019-20 are as follows:
 - Human Concerns: Sharon Young and Tim Khoury
 - Stewardship: Kim Cavaliero-Keller
 - Prayer and Worship: Matthew Lehner
 - Christian Formation: Lisa Kovaleski
 - Finance: John Walker
 - Health Ministry: Jill Lehen

Finance Council Update – Joe Gonzalez

- St. James has been approved for a \$250,000 line of credit so that we can address unexpected high priority maintenance needs that arose this summer, including two failed air conditioning units, as well as sump pump, well pump and roof repairs. The archdiocese granted permission for the parish to seek the line of credit.
- Deacon Sandy will speak about the line of credit at the masses on September 14-15 and ask parishioners to increase contributions so that we can repay the line of credit within two years. A letter will be mailed to all parish families on September 16.

Other

- Representatives from the archdiocese will interview Deacon Sandy and Lisa Kovaleski to learn how the archdiocese might assist us with coordinating and executing a strategic planning process for St. James. There is no cost to the parish for this assistance.
- We had a preliminary discussion of the format for All-Committee Night. Council members will review the minutes from each committee before making a final recommendation about the format. October's All-Committee night will follow the existing format.
- Deacon Sandy read a letter from Gerry Wolf in which Gerry announced that he will be leaving St. James to accept a position as Director of Evangelization at St. Gabriel Parish in Hubertus. Parishioners will learn of this change via the bulletin and a video farewell from Gerry.
- Terry Brecklin will ask Diana to create name badges for all council members and will ask her to update the council email list. Members were reminded to wear their name badge at mass each weekend.
- Kim Cavaliero-Keller volunteered to take council member's pictures at the October meeting.
- Tentative agenda items for October include: Abilities Sub-committee Plan, Strategic Planning Update, Pastoral Council Commissioning Dates, Pastoral Council Pre-mass Announcements, Staff-Council Retreat date.

Closing Prayer and Adjournment

- Deacon Sandy led the closing prayer. The meeting adjourned at approximately 8:25 pm.

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