

St. James Pastoral Council Minutes

December 11, 2019

Members Present: Dcn Sandy Sites, Terry Brecklin, Matthew Lehner, Sharon Young, Scott Granicki, Jill Lehnen, Lisa Kovalski, Tim Khoury, Joe Gonzalez, Kim Cavaliero-Keller, Ray Gross

Excused: John Walker, Chris Lodi

Call to Order and Opening Prayer 7:00 pm

Approval of Minutes: The November minutes revised with one line removed due to ambiguity. Motion by Sharon, 2nd by Tim. Minutes approved.

Topic	Followup
Strategic Plan	
<p>Rich Harder, Director of Evangelization for the Archdiocese of Milwaukee, facilitated a discussion of Missionary Strategic Planning Process Flow. A handout describing the six steps was provided. Some aspects of planning process rely on results from Disciple Maker Index which will be available to us in June. Rich suggested steps we can take while we await that data. He is available to facilitate and coach us through the strategic planning process as needed.</p>	<ul style="list-style-type: none"> ● Include Strategic Planning as a monthly PC agenda item ● Establish a timeline line of key events ● Identify Missionary Prayer Team members ● Identify Mission Planning Team members
Committee Reports	
<p><u>Matthew Lehner-Prayer and Worship</u> The committee is discussing ways to refine the offertory collection process. The Advent and Christmas Order of Worship will focus on Light and Spirit. Ministers are needed to fill open positions at the Christmas masses. Ushers have requested that pews be reserved for ushers. Scott expressed a concern that “saving seats” for family members attending Christmas Eve services sometimes results in empty seats after mass starts. This is frustrating to parishioners standing in the back who are hoping to get a seat.</p>	-
<p><u>Tim Khoury - Human Concerns</u> Human Concerns selected four organizations for December donations. The Giving Tree collection was successful. Every 5th Sunday, there will be 3-minute testimony statements related to our Priority Relationships. Speakers should prepare these statements and submit them to Deacon Sandy ahead of time.</p>	-

<p><u>Kim Cavaliero-Keller - Stewardship</u> Kim will send out a schedule for name tag weekend. A Welcome Breakfast for new members is being planned. The group discussed bringing back the Stewardship Fair.</p>	-
<p><u>Other Committees:</u> Health - nothing to report Christain Formation - nothing to report</p>	
Finance	
<p>Joe Gonzalez reported that over 350 families out of 1700 have responded to the Parish Maintenance Line of Credit request. Ten out of twelve items on the maintenance list have been completed. The Finance Committee, with guidance from the Archdiocese, will create a Personnel Subcommittee. They will be seeking someone with an HR background to be a consultant to this subcommittee. Legacy Fund By-laws are under review. Joe will develop an executive summary and hopes to have it approved in January.</p>	-
Deacon Sandy - Parish Director's Report	
<p>Kudos to John and Denise Walker for chairing a successful Holly Days. The event raised almost \$10,000.</p>	
<p>Bill Neureuther has been hired as our Pastoral Assistant. He will be on board in January, working 20-24 hours per week.</p>	
<p>Clear communication will be a critical aspect of the Capital Campaign. It is important that parishioners understand that donations to the Capital Campaign, Line of Credit and Stewardship Appeal should be made in addition to their regular donations.</p>	
<p>Due to the New Year holiday falling on the first Wednesday, All Committee will meet on January 8; Pastoral Council will meet on January 15.</p>	
<p>Parionshers are needed to serve on the Executive Committee of the Capital Campaign. Those who serve in this capacity should be known, respected, and comfortable communicating information about the campaign. Submit names to Deacon Sandy.</p>	
Meeting adjourned at 8:30 pm	