

St. James Pastoral Council Minutes

January 16, 2024

Members Present: Fr. John Hemsing, Jeff Kenkel, George Fox, Liz Pierce, Hayde Becker, Dan Sawyer, Dennis Lentz, Cheryl Romuald, Charles Demge

Not present: Sharon Young Scott Granicki, Joe Gonzalez

Topic	Follow-up
<p>Call to Order 7:02 PM STJ Great Room Jeff offered the opening prayer and reflection</p>	
<p><b>Approval of the October 10th, 2023 PC Minutes</b></p> <ul style="list-style-type: none"> <li>Minutes were distributed prior to the meeting with minor corrections noted. Dennis made a motion to approve, and Dan seconded the motion. With all in favor the minutes were approved.</li> </ul>	
<p><b>Commission Reports</b></p> <ul style="list-style-type: none"> <li><b>Human Concerns</b> – Dan - Thank you letters were received from Hebron House, Exploit No More, Hope Network and Repairers of the Breach. December tithing went to the Glafke Family. Fair Trade sale was very successful. Laudato Si - Deb is working on a presentation with displays for the Ash Wednesday soup supper. She is also working on three in-person, and three zoom presentations for the future covering eliminating plastics and tree planting opportunities. Matthew 25 - a cross will be placed in the back of church during Lent, on it will be envelopes on it for parishioners to select. Each card will indicate an opportunity for the recipient to volunteer or get involved in a service project, or parish ministry. Human Trafficking held a presentation, focusing on social media for students and parents, on 1/14 and 1/16.</li> <li><b>Prayer and Worship</b> – Dennis - No Report. Fr. was asked if there was any discussion with P&amp;W to move to a single mass on Sundays. The topic and related issues and impacts will be discussed at staff this week and Fr. will provide an update at the next meeting.</li> <li><b>Stewardship</b> – Liz and Hayde - We are moving forward with the Parish photo directory. Photos would be scheduled for a two-week period in April, dates TBD. Sign-up would be on-line for Tuesday thru Friday afternoon and evening and Saturday time slots. Each date would require two volunteers to assist. Direct mailings continue to new area residents. Thoughts are to possibly hang welcome and information packets on doors as the new subdivision to the east of the parish develops. The parish phone directory should be completed very soon. Emmaus 90 kicked off and about ten people signed up and attended the first Sunday sessions. February 4 will be another KofC breakfast. Invitations for a free breakfast after the 8:15 AM Mass, will go out to the 12 new families which have joined since the previous breakfast. We are requesting replies by the 29<sup>th</sup>, and follow up with a phone call, if no reply is received. Stewardship asks that all liaisons go back to their respective committees and mention that we would like to return to Fellowship Sunday's. To be held on the first weekend of each month and held all year long. On</li> </ul>	<p>Plan on attending the KofC breakfast on 2/4 and make a point of introducing yourself and welcoming the new families.</p>

Saturday's cheese and crackers would be served and donuts on Sunday's. All items would be purchased from Piggly Wiggly. Each event would be hosted by a different committee, giving them the chance to share information about their committee at the serving table. Stewardship will host the first Fellowship Sunday on April 6th and 7th.

- **Christian Formation** – Cheryl - There is still no committee for Christian Formation, with regular meetings. Those involved are all full-time staff members, who meet on Wednesday's. February 2nd/3rd and 24th/25th are dates set for confirmation retreats. February 23rd is a 4th/5th grade retreat. Family Faith Days are scheduled for March 3rd thru 5th, with Bible and scripture themes. The S.O.A.L. program will be held on five Fridays in March and April. Cheryl is still waiting for the notice she drafted asking for Chrome books to be posted in the bulletin.
- **Finance** – Chuck – Cash flow was reviewed for December. YOY envelope collection was up \$17K over budget and \$47K over 2022. Offertory collections were also up YOY by about \$8K. Cash balance at the end of the year was over \$309K. We have received two disbursements from the LOA Campaign. \$21K of the LOA monies are earmarked for the historic chapel. We have quotes for the chapels roof repairs (\$19K), and buildings and grounds are moving ahead to get the repairs scheduled. Masonry work on the chapel (estimated at \$70K) will utilize the majority balance of the 5-year LOA funds earmarked for the chapel. About \$94K of the earned income credit has been disbursed, including replacement of the HVAC unit in the rectory/chapel. Under consideration is to move some EIC and LOAC funds into a higher yielding account. The principal on the line of credit is down to \$5,600, reducing the interest cost to around \$50 per month. Finance plans to maintain about \$5,000 in the LOC account. Building & Grounds is getting ideas and quotes for a street-side digital sign and hearing loop equipment for the worship space. The Personnel Committee is working on a new pay scale and performance evaluations, to include elements of equity and competitiveness. The employee performance evaluation process has begun with self-assessments. The target is to complete the process and implement new pay rates in March. Fr. noted that we are keeping up with the current Archdiocesan Assessment, but we still owe for past years where no payments were made. He suggested removing the Line of Credit check box and line option on the monthly envelopes and replacing it with the Archdiocesan Assessment.
- **Knights of Columbus** - No report.

### **Pastor's Update**

- **Christmas** – Fr. was pleased with the turnout at each of the Christmas masses. He reported about 150 people were seated in the parish hall overflow area, during the 4:00 PM mass. His thanks to all who decorated and participated in the masses. Hayde noted there was no Communal Penance service during Advent at any of the parishes. Fr. shared that each parish offers individual confession, and that communal services have gone out of fashion in many ways. It was suggested, that as Lent approaches Fr. announce that there would not be Communal Penance and encourage individual Penance,
- **Parish Financial Stewardship** - 1,562 Financial Pledge/Commitment letters were sent out, and we have received back 356 letters. Typically, there are 500-600 replies, which allows us to accurately create our budget A follow-up mailing will be sent.

<ul style="list-style-type: none"> <li>● <b>Catholic Stewardship Appeal</b> - An audio presentation from the archbishop will be given at each mass the weekend of February 3rd and 4th. Renting audio/video equipment for the video presentation would be cost prohibitive.</li> <li>● <b>Alter Rails</b> - The sanctuary railings are done and are scheduled to be installed in late January.</li> <li>● <b>Vacation</b> – Fr. will be taking time off from January 31st through February 11th - two whole weekends!</li> <li>● <b>E-mails</b> - We need to get all emails updated for the Stewardship Committee members with the Archdiocese. Members would then begin receiving notices of activities offered that are related to Stewardship.</li> </ul>	
<p><b>Open Discussion –</b></p> <ul style="list-style-type: none"> <li>● Jeff provided feedback on the Giving Tree gift card collections - St. Vincent DePaul \$3,990; ERAS of Waukesha \$1,471; Hebron House \$380 plus 38 baskets of food, SOS \$1,240, for total of \$7,081 in gift cards.</li> <li>● Vigil Lights - Hayde asked Fr. about bringing back vigil lights/candles. Hayde explained the intent/purpose of vigil lights and their history. Fr. is a fan of vigil lights, but cautioned they coat the surrounding walls with soot, since they burn continuously. He thought a stand at each side chapel would work maybe Red candles in the Scared Heart chapel and blue candles on the in the Blessed Virgin chapel.</li> <li>● Parish History Project – Cheryl reported parish member Carole McGibany, is still working on gathering information, photos and records for this project.</li> </ul>	
<p><b>February Meeting – Tuesday the 13<sup>th</sup> 7:00 PM</b></p> <p>Fr. John provided the closing prayer The meeting was adjourned at 8:10 PM</p>	