

# MINUTES

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## ST. BRUNO PARISH PASTORAL COUNCIL

MISSION STATEMENT: ST. Bruno Parish is a community of people sharing a common faith in the teachings of the Catholic tradition. We come together to worship God and to spread the Good News that Jesus gave us. Through celebrating Christian unity, we provide emotional support and practice the works of mercy.

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9-26-17, 7-8:35 PM at St. Bruno. Meeting called by Jenny Harnack, Vice-Chair

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Present: Kathy Galando, Jenny Harnack, Bob Leonard, Cindy Maloney, Mary Pfaff, Eileen Rudnick, Pat Seegers, Les Vertz, Fr. Dan Volkert, Pastor.

Excused: John Hoffman, Steve Paquin

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7-7:05	Opening Prayer	Les
	Approval of August, 2017 Minutes. Motion to Approve, Les;	Jenny
7:05-7-10	second Cindy. Motion approved	
7:10-7:15	Thank you notes: Bernadette Strand for proofing the proposed Security Protocol. Michelle Vandenhouten for organizing a gathering of parish women and young people who made 16 knotted fleece blankets that were delivered to Texas by the JJ Watt Foundation Mary Taggett, who headed the School Committee.	
7:15-7:20	Old Business: 1. Eyes and Ears: Mark Marozek has asked our youth minister to help balance the sound from the back of the church during our Praise Mass. 2. Stewardship and Communication have not updated their minutes at the Parish/Our Team website. 3. Because the work Communication does involves technology, they do not have the need for structured meetings according to their chair Steve Marcus. 4. Discussion concerning the status of the ramp and railing leading to the altar. This has dragged on for some time. Pat pointed out that there is a ramp in place already that could be used by all ministers and isn't. Kathy suggested use of the existing ramp be included in the all-ministry training that is scheduled on Oct. 8	Kathy Eileen Bob All
7:20:-7:30	Calendar 10-1 Turkey dinner 10-7 Art & Prayer, school gym 10-2 Alpha starts. The new screen should be here in time for the	All

first meeting of Alpha  
10-8 Appeal callers meeting  
10-24 PC meeting at St. Paul- St. Matthew Room  
11-11 Joint PC social at St. Paul, preceded by evening mass. Cindy and Jenny cannot be there.

7:30-8

Combined meeting.

Fr. Dan

Parish assessments haven't changed in 40 years. This will be discussed at an upcoming diocesan meeting where input from parish priests will be considered. The assumption is that the assessments will go up.

Fr. Dave Reith is the vicar of the newly established Waukesha vicariate. Priests will now take issues that normally would have gone to the archdiocese for resolution to the vicar.

At present there is a joint meeting of the parish councils with Fr. Dan. Instead of doing this monthly, Father suggests we only get together quarterly, because there often is not enough information to pass along every month. A special meeting can be called if something important comes up. Father will give us a schedule for those quarterly meetings.

Even months at St. Paul Father will be with us from 6:30-7:30  
Odd months at St. Bruno: Father will be with us from 7:30-8:30.

8-8:25

New Business:

Fr. Dan

1. Communication-absences. If you cannot attend an upcoming PC meeting, notify John and Father in advance. If you are a liaison and cannot attend your committee's meeting, you should also let them know so that someone else can go in your place.

2. Jill Rood has agreed to remove herself from the PC, and will instead be on the Finance Council. Father will look for someone to fill the PC vacancy. Notify Father if you have any names to suggest for that position.

3. Role of Liaisons. The role of the PC is to make sure that our ministries remain active and effective. If a problem is noted, the liaison is to bring the problem to the attention of the council. Fr. Dan, John, Jenny and Eileen will be meeting on the 3<sup>rd</sup> Sunday of each month after the 10:30 mass to work out the agenda for that month. Send agenda items to them prior to their meeting.

4. Three year appeal, "Sharing Our Faith, Growing Our Legacy". is on schedule. The brochure is finished and shortly will go to Steve Marcus for printing. Cheryl and Gordon Snyder will host the first pacesetter meeting.

## Committee Reports- Council discussion at meeting printed in red

<p><b>APC: Jenny Harnack &amp; Cindy Maloney</b></p>	<p>Will meet in October. Nothing to report until our November meeting</p>
<p><b>Communications: Bob Leonard</b></p>	<p>We are looking into getting a new parish directory done and doing it all in house with John Kimpel's talents. So, we're looking at...</p> <ul style="list-style-type: none"> <li>• scheduling photo shoot times</li> <li>• Additional family portraits (not sure if John is donating time or looking to get paid yet for these extras)</li> <li>• Designing pages</li> <li>• Printing a hard version that parishioners would order as well as posting an electronic version to be housed on our website.</li> </ul> <p>Jan Lamparski is working on an update of the parish directory. 1<sup>st</sup> draft of a flowchart is attached as Appendix 1. After completion, the website will be updated as to ministries/committees, their mission and contact info, after it has been approved by Fr. Dan. <b>Bob will let Fr. Dan know if Steve Marcus wants additional help on his committee.</b></p>
<p><b>Faith Formation (1<sup>st</sup> Monday every month) Jill Rood</b></p>	<p>Between the 2 parishes there are 17 baptisms scheduled July – October</p> <p><u>Child Ministry-</u> 1<sup>st</sup> Communicants – 21 St Paul's, 13 St Bruno's All catechist and aide spots are filled, still need 1 or 2 more people to lead Children's Liturgy of the Word Catechesis of the good Shepherd (CGS) classroom is set up at St. Bruno's. This is for children ages 3-6 years. Response has been wonderful with the school children. St. Paul's has a CGS room and may be adding another.</p> <p><u>Youth Ministry-</u> Approximately 40 students @ St., Bruno's in the 9th - 11<sup>th</sup> grade programs. St. Paul's has approximately 120 students. Living Stations of the Cross @ St. Bruno's on February 23rd</p>

	<p><u>Adult Ministry-</u>  Focus on getting the word out and people signed up for Alpha  October 7<sup>th</sup> – Art &amp; Prayer for Women  RCIA begins in October – potential for 6 candidates/catechumens  Jenny will try to find out how that number compares to previous years, because 40 seems small. Mary thought that because of the geographical location of St. Paul in relation to Waukesha, more people are going there</p>
<p><b>Human Concerns</b>  (2<sup>nd</sup> Tuesday – every other month)  Met: 9-12-17. Next meet: 11-14, 2017 at 7:15 PM</p>	<p>2017 Giving Tree Charities: Life’s Connection, St. Ben’s, St. Vincent DePaul, Hebron/Sienna House and Family Promise of Waukesha County  Query: The Hispanic Ministry is not part of St. B Faith Formation/RCIA. Why?  Information gathered by the archdiocese indicates that Hispanics who move further west (Waukesha), tend to be better educated, more affluent, and better able to speak English well. So why do they meet here? Because they like to be with each other. They have been invited to join our parish, and have had the benefits of membership explained to them, (ie enrollment in our faith formation, etc.) but they are mostly not interested.  There is no cost to us to have Fr. Bob minister to them. But if he were to leave, it would cost the parish \$160 a week to pay a replacement.  Who is in charge of the Ministry to the Sick and Homebound? Is there a list of institutions visited and parishioners who visit? Is there a protocol spelled out for visits.  Mark Morazek would have that information, so we can get it from him.  Betty Igl has contacted the leaders of the various HC ministries asking for updates as to what/how they are doing. No reports received as of the Sept. 12 meeting. Is Danny’s Helping Hands an ongoing ministry? There have been no reports as to how many people are being served.  Jenny reported that this same issue has been ongoing. Add as an agenda item for October.  Sue James is organizing Thanksgiving Food Drive.</p>
<p><b>Prayer &amp; Worship</b>  (4<sup>th</sup> Monday every month)  Kathy Galando</p>	<p>Regarding the railing, all ministries should use the ramp.  Fr. Dan said that at the liturgical training those issues will come up  Praise Mass audio problems  This was discussed earlier in tonight’s meeting. Mark will have our youth minister in the back of the church balancing the sound.  Distribution of sacrament at mass. Order ministers receive.  This will be part of the Oct. 8 liturgical training.</p>

<p><b>School</b> (2<sup>nd</sup> Monday every month) <b>Les Vertz</b></p>	
<p><b>Building &amp; Grounds</b> <b>Pat Seeger</b></p>	<p>Last month was a work month, no meeting.</p>
<p><b>Subcommittee)</b> <b>Safety and Security</b> <b>Bob Leonard</b></p>	<p>Safety &amp; Security Committee</p> <ul style="list-style-type: none"> <li>• Completed the protocols - 8 total</li> <li>• Bernie Strand is proof reading them</li> <li>• Plan on having them completed and given to Fr. Dan by early October</li> <li>• Plan on presenting to the Building and Grounds committee in October</li> <li>• Hopefully implement by Jan 1 2018</li> </ul> <p>Bob presented Fr. Dan with the completed handbook for his review. Bob would like to present it to the PC at the October meeting.</p>
<p><b>Stewardship</b> <b>Mary Pfaff</b></p>	<p>No meeting</p>
<p><b>Finance</b> <b>Cindy Maloney, Jill Rood</b></p>	<p>Finance Council 9/18</p> <p>August Financials</p> <ul style="list-style-type: none"> <li>• Mass Attendance was down, thus Mass revenues were down. Have seen attendance pick back up again since Labor Day.</li> </ul> <p>Appeal – Pacesetter invites sent for Tier 1 &amp; Tier 2 with gatherings both taking place before Oct 10. Pamphlets w/cover letter are done for mailing.</p> <p>Capital</p> <ul style="list-style-type: none"> <li>• Altar Railings are being reviewed by Mary Daniels with Architect</li> <li>• AV Equipment for motorized screen with new projector will be installed, projector will be done prior to start of Alfa with screen being installed shortly after.</li> </ul> <p>Personnel Committee &amp; Finance Council new members</p> <ul style="list-style-type: none"> <li>• Fr. Dan reached out to a few that were not able to serve at this time</li> <li>• Other suggestions for candidates were given to Fr. Dan by the group</li> </ul>

	<p>LPI Payment Processing</p> <ul style="list-style-type: none"><li>• New fully integrated electronic methods for parishioners to establish routine giving that is user friendly and will download data into current financial software eliminating need for re-keying.</li><li>• Cost is less than current credit card, e-giving, or ACH processing currently offered.</li><li>• Cash &amp; Check will still be accepted.</li></ul>
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Meeting adjourned: 8:30 pm

Next meeting: St. Paul, Oct. 24, 2017 at 6:30, St. Matthew Room

September Minutes approved Oct. 24, 2017

Respectfully submitted,

Eileen Rudnick, Secretary