

MINUTES

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.

November 28, 2017, 7 pm at St. Bruno. Meeting chaired by: John Hoffman, Chair

Present: Jenny Harnack, John Hoffman, Bob Leonard, Cindy Maloney, Mary Pfaff, Eileen Rudnick, Pat Seegers, Les Vertz, Kelly Wiza, Fr. Dan Volkert, Pastor.

Council members excused: Kathy Galando, Steve Paquin

Time	Item	Owner
7:00- 7:05	Opening Prayer	Les
	Introduction of Kelly Wiza as new council member to replace Jill Rood.	John
7:05-7:10	Approval of October Minutes: Motion to accept by Les; 2 nd Pat. Motion carried	
7:10-7:15	Thank You Notes:	John
	Jan Lamparski for computer assistance with Flock Notes, parish website and work on new committee directory	
	Dave Steward, Jim Brahm and Mark Karpfinger for work on the appeal	
	John Kimpel, photographs of council members	
	Eyes and Ears:	
	Microphones in church need some serious help. Action: Pat will contact Tim Dittman to determine problem/what can be done.	
	Policy on timely notification of a parishioner's death and funeral arrangements.	All
	Action: Fr. Dan will announce at mass and a FlockNote should also be sent out. Eileen will contact Jan Lamparski to discuss details.	
	Too many tables in gathering place involving sales, fund raisers, etc. There should be a limit on how many activities are going on at one time. Action: Guidelines will be determined and discussed at the Jan 10, 2018, Common Meeting night.	Les, Fr. Dan
	Old Business	
7:15	1. Bob Leonard, Safety and Security Protocol.	Bob
	The Handbook is done, and edited by Bernadette Strand. The committee has been working on a training program. After masses on Dec. 9 and 10 all ushers will be receiving training on the AED device. Bob will ask Jan Lamparski to send out a FlockNote to the ushers. Bob has placed the protocol on a flash drive and will get it to Fr. Dan, who plans on showing it to St. Paul's.	

Time	Item	Owner
	2. Cindy Maloney and Kelly Wiza need to have their pictures taken and each will contact John Kimpel and make arrangements to have that done.	
	3. Eileen was asked to review the past minutes of the PC to see if there is any unfinished business: Those found are: <ul style="list-style-type: none"> a. Every month a different member of a standing committee should be invited to the PC meeting to give a verbal report on their activities, and request any help they need from the PC. Action: We can get those reports during the common meeting night. b. PC agendas and minutes should be standardized across all parishes. Action: Eileen will find out more about what that standard is. 	Eileen
	The St. Paul Mass and potluck PC social scheduled for Nov. 11, 2017 was cancelled because of a conflict on the St. Paul calendar (Spaghetti Dinner)	John
7:30	New Business:	
	1. Kelly Wiza liaison assignment. Action: Kelly will be liaison to Faith Formation	Fr. Dan
	2. Rita Mezedlo reported to John Hoffman that Danny's Helping Hands is an active ministry. She also notified Jan Lamparski of Communication and Technology that they are leaving the parish in January and a new chair would have to be appointed. Action: Fr. Dan advises that because the Mezedlos have moved to the Oconomowoc area, they will be joining St. Jerome's parish. John was asked, and he has agreed to serve there as deacon. Fr. Dan and Betty Igl will work with Tom Parulski (chair of Human Concerns) regarding Rita's replacement.	John, Eileen, Fr. Dan
	3. Is there a December 26 PC meeting? Action: No meeting in December. Eileen will contact the office and have it removed from the church calendar.	
	4. There is a PC meeting on Jan. 23, in addition to the Jan. 10 Common Meeting Night. The Jan. 23 meeting will include a combined meeting with Fr. Dan and the St. Paul PC.	
	5. Two requests for updated contact information for the revised Parish Directory of Ministries have been sent out. A list of those that have not responded was provided. Liaisons are to bring this to the attention of the Ministry they are responsible for. The council will get involved if there is further noncompliance.	
	6. There is an "Implementation Progress" form that was distributed at the Deanery meeting. Jenny would like the council's input when completing it and it will be placed on the January agenda as New Business.	
	7. Stewardship has asked the council to help them procure a parish "news reporter" who can write an article for the bulletin concerning the outcome of various events. John suggested Wayne Schwister. But Mary will first ask Jan Lamparski for her assistance in creating a notice to be put in the bulletin asking for a volunteer.	Mary
	The proposal from John Kimpel to create a parish pictorial directory was discussed. It was decided that John would be invited to the February council meeting to further	Mary

Time	Item	Owner
	discuss his proposal. Mary will contact him to thank him for his offer and extend the invitation to attend our meeting.	
8:20	Committee Reports: See chart below.	All
	Calendar	Chair
	12-16 and 24, Christmas help decorating	
	No December PC meeting	
	1-10-18 Common Meeting night	
	1-23-18 PC combined meeting, Fr. Dan and St. Paul	
	4-21-18 Men who Cook: Michelle Vandenhouten will be heading this fund raiser. John asked all liaisons to contact their ministry to see what kind of basket they want to donate to the event, and send that information to Michelle.	
8:40	Closing Prayer	

Committee Reports

APC: Jenny Harnack & Cindy Maloney	<p>I. APC Topics Under Discussion</p> <p>B• Guidelines for the Pastoral Care of the Sick by an Extraordinary Ministry of Holy Communion</p> <ul style="list-style-type: none"> • Guidelines for the Use of Video Technology in Churches • Save the Year! - November, 2018 to November, 2019 is the 175th Anniversary of the Archdiocese of Milwaukee – calendar will be released after January 1st <p>II. Synod Implementation Update</p> <ul style="list-style-type: none"> • Share Handout/Comments • “Spotlight” on Synod Implementation Sheet – How is your parish doing?
Communications: Bob Leonard	No meeting
Faith Formation (1 st Monday - every month)	
Human Concerns (2 nd Tuesday – every other month) Met: 11-21-17 Eileen Rudnick	<p>1. Communication with Human Concerns Ministries– a. The known contact persons of HC ministries were again reminded to send in their information for the new parish directory of Ministries and Committees . Poor response to first request.</p> <p style="padding-left: 40px;">b. Coordinating with St. Paul’s --Both parishes will hold a baby bottle fund raiser in January to collect donations for pro-life causes.</p> <p style="padding-left: 40px;">c.. Thanksgiving Food Drive –Delivery to Food Pantry to be held Friday, November 24.</p> <p style="padding-left: 40px;">d. Giving Tree – Will be set up Nov. 24. The list of charities remains as reported previously. A report of the total amounts of gifts will be provided Steve Spiegelhoff at the end of the project.</p>

	<p>2. Communication: – 1-2 weeks prior to meetings, committee chairs will be invited to attend the meeting and asked to email a short report (3-5 sentences) of their recent activities. A yearly calendar of activities is also being created.</p> <p>3. New Business: a. At the conclusion of the 1-10-18 Common Meeting Night program , H. C. will hold a brief meeting.</p> <p style="padding-left: 40px;">b. St. Ben’s – New time for volunteers to leave is 3:30 pm</p> <p>4. Liaison report: Danny’s Helping Hands – Eileen reported that Rita Mezydlo has confirmed to John Hoffman, PC chair, that it is still an active ministry.</p> <p>Next Meeting – January 10, 2018 at the conclusion of Common Meeting Night program.</p>
<p>Prayer & Worship (4th Monday – every month) Kathy Galando</p>	<p>No meeting Next: 11-27-17</p> <p>Kathy and Louise Delgado attended the Buildings and Grounds meeting to discuss the proposed railing.</p>
<p>School (2nd Monday – every month) Les Vertz</p>	<p>By: Jenny Harnack</p> <p>School committee - November meeting:</p> <p style="padding-left: 20px;">Continue to gather feedback on the school improvement plan</p> <p style="padding-left: 20px;">Efforts towards building school family community – Restarted Family Movie night, first night was great success >40 children, collected donations for food pantry</p> <p style="padding-left: 20px;">Dec meeting is “Open meeting”</p> <p style="padding-left: 20px;">1st Lego Robotics kit was purchased</p> <p style="padding-left: 20px;">Continue to work on SCRIP optimization – offering incentives to families for enrolling in scrip program</p> <p style="padding-left: 20px;">Auction planning in full force – please contact auction committee members with ideas related to auction item donations.</p>
<p>Building & Grounds Pat Seeger (Subcommittee) Safety and Security – Bob Leonard)</p>	
<p>Stewardship Mary Pfaff\ Nov. 13, 2017</p>	<ol style="list-style-type: none"> 1. Turkey Dinner Carry-out had about 650 dinners sold. 2. “Pot of Gold” parish raffle “2018 made about \$6,200. 3. “2018 Sharing Our Faith Growing Our Legacy” still needs return of many parish commitment cards. 4. Chili dinner is coming up on 2-3-18 5. The Stewardship Committee would like the Parish Council to look into John Kimpel’s proposal for a parish pictorial directory. 6. The Stewardship Committee would also like the Parish Council to consider a parish news reporter (volunteer) to publish parish event news within the parish bulletin concerning the outcomes of various events. Human interest stories to be shared with the parish. 7. 220 people attended the parish picnic on 9-10-17

Finance Cindy Maloney,	<ul style="list-style-type: none">• Unable to attend

Meeting adjourned:

Next Pastoral Council Meetings

1-10-18 Common Meeting Night, Potluck: 6-6:45 pm, followed by gathering in church

1-23-18 at St. Bruno, 7 pm (combined meeting with Fr. Dan and St. Paul PC)