

MEETING MINUTES

St. Bruno Parish Pastoral Council

Parish Meeting Room

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.

Date Tuesday, November 27, 2018 | *time* 7:00-9:00 PM | *Meeting called by* Eileen Rudnick

Council Members Present:

Excused: John Hoffman, Cindy Maloney, and Kathy Galando

Time	Item	Owner
7:00-7:05PM	Opening Prayer/Song	Eileen
7:05-7:10PM	Approval of previous month minutes	All
	- Motion was accepted to approve the minutes	
7:10-7:15PM	Thank You Notes	All
	1. Carol Janc (FUTURE NOTES) made baby blankets	
7:15-7:50PM	Committee Reports	All
	- Liaisons need make sure to invite their committee to their assigned month for their report to Pastoral Council	
	Green Team Update	
	- Mary Pfaff contacted the Green Team	
	- They are meeting in the next few months to discuss their vision for the next year and the future of the committee	
	- Looking for some guidance from Pastoral Council on tasks they should undertake.	
	o What is their next project? Maybe ask Mary Daniel if she has any ideas of what they could do.	
	o School garden help during the summer??	
	- They are interested in ecology, conservation, anti-plastic, ways to integrate this into all our daily practices	
	- Need some new members	
	o Could this be a way to get youth involved through this committee?	
	o Other parishes do road clean up, fairs for education	
	- Presented their information during welcome weekend	

Time	Item	Owner
	<p>Deanery Meeting Update</p> <ul style="list-style-type: none"> - Similar to the Rich Curran talk and their talk/views on of Roles of the Catechists within parishes - Diocese concerned about uneducated catechists teaching our children. - Eileen suggested using some money once the mortgage is paid off to invest in the education of catechists to help teach the RE kids. <ul style="list-style-type: none"> o Could this be a part time position? o Pat and others agreed that this (Faith formation of our children/youth) is something that should be considered investing in. o Important to get more parents involved. Long range planning to invest in catechists to help educate kids and teens. o Education in the Faith needs to be a stronger emphasis o Parents need to be very involved as well – this is part of the problem they need to be the first teachers - RE for the teens complain that the classes and information is boring <ul style="list-style-type: none"> o There is no connection between the teens and leaders, which is so important. o What is Young Life doing that we aren't doing? (This is a Christian run program that is drawings kids in) 	
7:50-8:00PM	<p>Calendar of Events</p> <ul style="list-style-type: none"> - January 15 – Common Meeting night at 6:30pm 	Eileen
8:00-8:15PM	<p>Prayer and Worship Committee Update</p> <ul style="list-style-type: none"> - More servers have been trained (15 new servers mostly St. Bruno Students) <ul style="list-style-type: none"> o Need parents to agree to sign up the kids o Steve mentioned maybe going back to the black cassocks feels it adds reverence - AAD training for ushers in process of training - MSP Scheduler has worked great (choir has now been added to it) <ul style="list-style-type: none"> o Main holidays asking for volunteers was not working so Jan is doing the scheduling - Remembrance mass was here this year and will alternate every year between St. Paul and St. Bruno and who is organizing it will alternate (Circle of Life group involved) - Music 	Cheryl Snyder

- Praise music
 - For the majority there is positive feedback
 - Need to advertise this better
 - No praise music during lent and advent
 - Why isn't there more youth involved? We should have more youth involvement overall
- Art and Environment
 - Green banners have gotten great reviews and are going to be doing white ones...who is sewing it?
 - We have a new railing, manger will be moved from the usual spot
 - Baptismal font remaining open and ringing the bell (Suggestions from Mary Daniel)
- In the middle of advent and Christmas planning
 - Advent wreath and assembling Dec 1
 - Dec 8 gathering place trees
 - Dec 15 church trees, then the rest of it all go in and turn on lights Dec 23
- Christmas Masses
 - Only center isle of chairs in gathering space
 - Using midnight mass readings
 - Flower donation notice going into the bulletin this weekend
 - Music Christmas day mass
 - This year trying to get people to show up twice (10pm mass is the choir mass)
 - Most of kids come to 4pm mass
- Lenten planning meeting to begin in February
- Faith formation report and the difference between St. Paul's and St Bruno in the graph below
 - Paul's close to 1000 families (Younger parish, Bruno older) demographics very different
 - Bruno's close to 700 families
 - Hard to track the amount of families have kids

Human Concerns

- Plan is to make an announcement at Guatemala at the common meeting night
- Guatemala is going to be removed from the envelopes
- What do we do for the Guatemala things – leave them and offer prayers

Finance

Time	Item	Owner
	<ul style="list-style-type: none"> - Gym floor and altar floor has quotes for all of them and they should be considered for repair. All to be sent back to B&G to prioritize them. - Funds for security improvements 	
8:15-8:25PM	<p>Fr. Dan's Report</p> <ul style="list-style-type: none"> - Nothing much to report 	Fr. Dan
8:25-8:40PM	<p>Old Business</p> <ol style="list-style-type: none"> 1. Eyes and Ears 2. Follow-up on "Amazing Parish" and Rich Curran <ul style="list-style-type: none"> o Very good things o Barb to finish to build on each other and build upon stewardship o In lent Dan Schultz come in and talk about ow we can go out and live our faith 3. February Retreat – Update, overview and follow-up <ul style="list-style-type: none"> o 5pm will get here and then launch into retreat 4. Pagenkopf to pay for their bulletin ad <ul style="list-style-type: none"> o Was an act of charity so we will leave alone for now 	Eileen
8:40-8:55PM	<p>New Business</p> <ol style="list-style-type: none"> 1. Change of size of our Pastoral Council <ul style="list-style-type: none"> o Harder to recruit for council every year o Should we change the bylaws and pare down a couple seats? Need to start discussing. o Eileen suggests that we should also think of how we recruit for council o Need to advertise what we do because people don't know what we are volunteering for o Steve suggested a note from the council once a month in the bulletin o Fr. Dan said not everyone is capable of being on council. It is tasked to us to go and talk with that person and spend the one on one time with them and explain requirements and commitments with what is involved. o Should start recruiting for PC at the common meeting night and start earlier o Fr. Dan to make an announcement at that meeting o Should have a table or display to represent in gathering space once a month 	Eileen

Time	Item	Owner
	<ul style="list-style-type: none"> ○ WE could say good bye to people and get out before Fr. Dan and start to have more interaction with community ○ Say something in bulletin to look for PC. ○ PC be greeters at the welcome Sunday masses ○ Someone make an announcement ○ Fr. Dan announce at common meeting night and then target 4 council members at each welcome weekend ○ Fr. Dan to announce we are outside and can meet and talk to us on our way home. <ul style="list-style-type: none"> ▪ Eileen will send out a sign up <p>2. Pastoral Council Norms</p> <p>3. Christmas Day Mass Music (School band/kids participate?)</p> <p>4. Committee Advertisement</p> <ul style="list-style-type: none"> • Suggestion for every other month in the gathering space • Ministries to tell us highlights of what they are doing each month and this information can be placed in the bulletin • We should have a ministry fair maybe spring time • Fr. Dan has a great deal of work and would need more time to organize. • Definitely a celebration of the life of the parish and everything the parish does 	
8:55-9:00PM	Closing Prayer	Fr. Dan

Committee Reports

Committee:	Report:
APC: Eileen Rudnick & Cindy Maloney	APC bullets from Oct 30, 2019 Deanery meeting St. Bruno APC liaisons: Cindy Maloney and Eileen Rudnick <ul style="list-style-type: none"> • Susan McNeil present to address the “Amazing Parish” program and answer questions regarding the program. Goal of which is to reduce administrative work of the priests. Parish Leadership teams are to be comprised of 4-5 people who address the day-to-day operation of the parish. New items: See attached 175 th Anniversary schedule for areas where parishes/parishioners can get involved; *Feb. 2, 2019 Parish Councils Congress. For Finance and PC council chairs, one trustee, pastors/parish directors.

****Dec. 5, 2018 deadline for Councils to fill out their "Parish Councils Consultation" online.**

*****April 6, 2019, Archdiocese of Milwaukee Human Concerns Summit. (Note: Forward to Human Concerns Ministry liaison, Michelle Michel).**

Discussion on **"The role of the Catechist"** (Religious Education teachers)

- How are they viewed
- How is DRE/principal viewed
- Should the roll be better recognized.

Parish reports: What are other parishes doing? "The structure of the mass, 6 habits of intentional discipleship, Soles Walk, Alpha successful, When two parishes of different sizes are joined under one pastor the smaller one can get "swallowed up", \$19,000 grant received for school safety, Visits to other parishes to see how their 3K program works, Redefining what our parish is, Mentoring, Creating a new mission statement, Study: What is Stewardship".

Items being developed: Emergency procedures, training for extra-ordinary ministers of the Eucharist, caring parishes (now known as "companion parishes") starting at the priest level and building connection between parishes.)

Next APC meeting: April 30, 2019

Communications:
John Hoffman

Faith Formation
(1st Monday - every month)
Eileen Rudnick

Next meeting: Dec. 3, 2018 at St. Paul

- I discussed with them the Pastoral Council's interest in having a bible study program for adults to be held at St. Bruno. Two studies explored: are being explored: The Turning Point (a study about the gospel of John) and a study based on Matthew Kelly's book "Perfectly you". Detailed information to be provided as more information is gathered. Mary Kral expressed concern as to who would conduct the study.
- I distributed the info on John Bosco Youth Day and the "Young Life" program; one of which is held at Kettle Moraine High School, as programs that are attracting youth successfully. The challenge: What can you glean from those programs that might work in our parishes.
- The FF ministry is a combined ministry with St. Paul. There are 4 paid staff in the ministry. There are no St. Bruno parishioners involved. There are 5-6 St. Paul parishioners in the ministry. They need to recruit people from St. Bruno to join and are looking for a chair and secretary.

Breakdown of people in existing programs between both parishes:

Program	St. Paul	St. Bruno
Child Ministry	178 (39 making First Communion)	62 (14 making First Communion, 3 from school)

	Youth Ministry- 9 th & 10 th	106	22
	Confirmation candidates	40	14
	Alpha: 15-26 guests		
	RCIA: 1		
	Baptisms since Jan 1, 2019	30	17
<p>Human Concerns (2nd Tuesday – every other month) Michele Michel</p>	<p>Parish Mission</p> <p>Notification of the prior Guatemalan mission donors and parishioners will take place prior to the new fiscal year. An announcement concerning the change in missions will take place at the Combined Meeting on January 15th and it was suggested that an announcement be made at 2 subsequent masses with a representative available for questions. A letter with details concerning the mission change will be posted in the bulletin and on the website. The Guatemalan parish will continue to receive prayer support.</p> <p>Thanksgiving Food Drive</p> <p>Grocery bags were distributed November 10-11. Collected items were to be delivered to the food pantry November 23.</p> <p>Giving Tree</p> <p>The Giving Tree will be in the Gathering Space from the weekend after Thanksgiving through December 10th. Charities are unchanged from 2017.</p> <p>Bereavement (Circle of Life)</p> <p>100-120 people attended the Mass of Remembrance this year, including members from St. Paul's. Next year the Mass will be at St. Paul's.</p> <p>Respect Life Ministry</p> <p>There was no Respect Life display in the Gathering Space in October. The Baby Bottle Boomerang will be used to collect money for Life's Connection in January. Signatures will be solicited beginning the 1st week of January for the Right to Life advertisement in the Freeman newspaper.</p> <p>Hospital Communion Ministry</p> <p>The ministry is functioning well despite the loss of some volunteers. They do not feel the need to actively solicit volunteers.</p>		

	<p>Health Ministry</p> <p>Additional help was requested with blood pressure measurements on Welcome Weekends.</p> <p>St. Ben's Meal Program</p> <p>Verbiage may be added to the announcement in the bulletin for scheduling of volunteers.</p> <p>Other</p> <ol style="list-style-type: none"> 1) Difficulty getting access to the church for committee meetings. 2) Bulletin deadlines – At times it is difficult to get information submitted with the timing of deadlines. 3) Parishioner Carol Janc is donating handmade fleece baby blankets with changing mats & pockets for supplies. 4) Parishioner Mike Brevard would like to donate a pig/s for the food pantries in the area. The costs involved in processing and delivery of the meat products are being researched. 5) PC Meeting February 26, 2019 - Who from the HCC should attend the meeting? 6) Next Meeting: Combined Meeting January 15th (? Time)
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<p>Prayer & Worship (4th Monday – every month) Kathy Galando</p>

<p style="text-align: center;"><u>Prayer and Worship Minutes</u> <u>November 26, 2018</u></p> <ul style="list-style-type: none"> • Absent: Louise, Carmella, Kathy G, Sue, Anna Marie • Present: Fr. Dan, Cheryl, Mark, Deb, Kathy P, Mary D. <p><u>Oct. Minutes approved</u></p> <ol style="list-style-type: none"> 1. AED training planning in progress (Mark) 2. Schedule for decorating altered Dec. 1: 1-3pm Dec.8: 9am Dec.15:10-1pm Dec. 23: after mass -No schedule yet for taking decorations down. 3. Flowers/Donations/Forms Taken care of (Mary D/Sue S) 4. Worship aid done (Mark) 5. Advent candle lighters weeks 2-4 . Deb will take care of Sat. Ushers on Sundays 6. 4pm Christmas mass coordinator (Deb) 2 EM's needed for gathering place 7. Fr. Dan will bless the crèche at both Christmas eve masses Fr. Dick on Christmas day 8. Bringing up the baby Jesus at 4 pm approved (Fr. Dan) <p style="text-align: center;">NEXT MEETING- January 15 6:30- 8:00pm COMMON MEETING</p>

	(Bring Cookies)
<p>School (2nd Monday – every month) Britney Fowler</p>	<p>Library all organized but there is no system</p> <ul style="list-style-type: none"> • Would like to level the books for reading level appropriate • Going to need some software or a program that would incur a monthly fee • Going to be investigating on different systems/programs (with different price points) • Different ideas for putting some of these things on the auction list • Should have the library on the wish board at the men who cook auction • Are there any type of grant money that funds could help the library • Would like the library to be on the wish board for the Men Who Cook Dinner <p>Salvation Army Bell Ringing</p> <ul style="list-style-type: none"> • Have kids ringing bells and take shifts • A way to market the School • Volunteer hours (maybe pass along to student council) <p>New Marketing information needs to get out there</p> <ul style="list-style-type: none"> • Welcome care package packet to each child baptized in the church • Videos in the newsletter <p>Script</p> <ul style="list-style-type: none"> • Gift certificates are coming out soon <p>Online Grading System between parents and teachers</p> <ul style="list-style-type: none"> • What happened with this? • Power School?? • Could this be a tool for better communication between the parents and teachers • Assessment tools for Reading tools (Multiple classrooms using the same assessment tool...shouldn't need to be shared) <p>GOALS</p> <p>Review Goals from Faculty</p> <ul style="list-style-type: none"> • Way to communicate (Flocknote??? A way to communicate through texting) • Class DoJo could be an option • Better signage for the entrance of the school that show more direction to the main entrance of the school in the back of the building <p>Establishing goals</p> <ul style="list-style-type: none"> • Help foster regular efficient communication between faculty/teacher/parents • Strengthen unity between Church and School Families • Marketing <ul style="list-style-type: none"> ○ Buddy family ○ How do we show Fr Dan our appreciation? ○ Want him in the school just a few times <p>Students help plan Game night for the middle schoolers Movie night January 11, 2019</p>

	<p>Common Meeting night January 15, 2019</p> <p>Next Meeting Dec 10</p>
<p>Building & Grounds Pat Seegers</p>	<p>Dave Hinckley, Nations Roof will stop by sometime this week to check two areas where there are black stains on the brick from water running down on them.</p> <p>West side of boiler room and west side of rectory between the house and garage.</p> <p>Also we will plant a tree on the west side of the rectory in Spring. The Senglub brothers has access to great trees and will find a nice Maple and plant it and yes we will call diggers hotline</p>
<p>Stewardship John Hoffman</p>	<ul style="list-style-type: none"> •
<p>Finance Cindy Maloney & Kelly Wiza</p>	<ol style="list-style-type: none"> 1. Reviewed the October financial statements and there were no concerns or red flags noted. 2. Discussed open capital expenditures - specifically the need to refinish the gym floor & the altar floor. We have quotes for both. Both items are deemed necessary (the gym floor more so) and details will be sent on to Buildings and Grounds for their recommendation on how to proceed. 3. The school safety/security system initiative is on hold due to the change in governor which caused a freeze on the funding. (After the meeting, we received an update indicating we are indeed eligible for the funds and need to complete a grant application by mid-December which was great news!). 4. The new fundraising policy and the revision of the capitalization policy were both approved by the committee.