

Parish Council Minutes

May 21, 2018

- I. Attendance:
 - a. Present: Megan Johnson, Tommy Johnson, Ben Murphy, Dcn. Dallas Kelley, Renee Griese, Ken Bohac, Katie Rudolph, Fr. Linh, Larry Bramlage, Don Dickson, Sam Carter, Lisette Nietro
 - b. Absent: Carl Tackett, Katherine Coleman, Chuck Comer, Lisa Case, Scott Carter
- II. Call to Order
 - a. Opening Prayer by Ken Bohac
 - b. Review/Approval of April Minutes
 - i. Katie Rudolph made a motion to approve the April minutes, Don Dixon seconded, the motion was approved.
- III. Unfinished/Ongoing Business
 - a. PC Goals - Ken
 - i. Support of Steering Committees Goals – Update
 - b. Thank You Notes:
 - i. Ken thanked the volunteers for helping with the nominations
 - ii. Thank You Cards signed for Principal of Lex. Cath. who is retiring and James McCarty for donating/volunteering time and mulching.
- IV. Committee Reports (10 min):
 - a. Committee reports were sent via email - See Attachment 1.
 - b. Updates/Additional Information on each listed below
 - i. Facilities: Vacant (Ben Murphy PC liaison)
 - 1. No regular meetings; will have meeting later this summer to reevaluate.
 - 2. Tommy asked about priority of things and if they needed to be updated based on not moving to Cardome in Aug. 2018.
 - ii. Stewardship: Larry Bramlage (Katie Rudolph PC liaison)
 - 1. Larry went over handouts sent via email (see Attachments 2, 3, and 4)
 - 2. Summary Report
 - 3. Discussion on graph looks like we are up avg. of ~\$1000.00 a week but finance council is saying giving is below budget.
 - 4. **Action Items:**
 - a) **Tommy to talk to Finance Council about Finance Council taking on the OSV instead of Stewardship continuing the program.**
 - b) **Katie to reach out to Gina/Communications Committee about writing “feel” good stories about people benefiting from donations to help boost giving.**
 - c) **Larry to put together 2 example stories and give names of people to Katie that expressed interest in Communications Committee, in order to put together a separate committee for the stories.**
 - iii. Steering Committee: Ken Bohac/Renee Griese (Renee Griese PC liaison)

1. Discussed/reviewed the hand out put in the bulletin
2. Another Q & A session will be published in bulletins/emails
3. **Action Items:**
 - a) **Questions for the Q & A that parish council feels that need to be answered – email Renee**
 - b) **Larry suggested to show the school layout and a bigger map of the site plan**
 - c) **Lisette offered to help translate Q & A, and get additional questions from the Hispanic Community.**
- iv. School Board: Lisa Case (Ben Murphy PC liaison)
 1. No Update
- v. Finance: Scott Carter (Tommy Johnson PC liaison)
 1. No Update
- vi. Formation: Sam Newcomb (Carl Tackett PC liaison)
 1. Finished several programs before Easter.
- vii. Worship: Dallas Kelley (Don Dickson PC liaison)
 1. Biggest question is when will the move back to St. Francis happen, Still don't know, watching attendance at 5:30pm Sunday mass.
- viii. Welcoming Committee: Herb Noll (Chuck Comer PC Liaison)
 1. No Update
- ix. Youth Ministry: Katharine Coleman (Ken Bohac PC liaison)
 1. Promote golf scramble and a few openings on Catholic Heart Work Camp event in June.
- x. Hispanic Committee: Lisette Nietro, Eduardo Lopez (Katie Rudolph PC liaison)
 1. Hoping to have next meeting in 2 weeks
- xi. Cardome LLC: TBD
 1. No Update

V. New Business

- a. Parish Council Elections
 - i. Election in 3 weeks for new members
 - ii. Katie will become President
 - iii. Need to vote on new Vice President
 - iv. Fr. Linh said vote for Vice President needs to be either this month or next month before the new members join.
- b. Father Linh
 - i. Create a new position on Parish Council, but it's an exclusive Hispanic Community position and they would be a voting member of Parish Council
 - ii. Discussion on how long the term would be, 1 or 2 years?
 - iii. Larry suggested making the Head of the Hispanic Community an ex-officio member
 1. Ben mentioned that we updated the by-laws to remove the ex-officio members a year or two ago

- iv. **Action Item: Lissette/Katie to put together a proposal on term and revision to the by-laws on the new Hispanic Community Parish Council member**
- VI. Adjournment
 - a. Closing Prayer – Katie led prayer

Next Meeting: Monday, June 18, 2018; 6:30 p.m. at Cardome.

Note: Meeting date was changed to Monday, June 11, 2018, 6:30 p.m. at Cardome due to conflicts.

Attachment 1 - Committee Minutes

Stewardship - Larry Bramlage:

Stewardship Committee Meets the Thursday after Parish Council meets on Monday. Attached are the agenda for Thursday's meeting and two pertinent attachments for your information. The only one we should probably look at for P.C. meeting is the Summary Report of OSV requested by Father and Finance Committee.

LRB

Note: Email Attachments are the following Attachments to the Parish Council Meeting Minutes: Stewardship Committee Agenda is Attachment 2, Ss. Francis and John Ministry's Chairs and Contact Information is Attachment 3, Summary Report from Stewardship/Larry Bramlage is Attachment 4.

School Board - Lisa Case:

School Board Highlights: May 14, 2018 Meeting

-I Give Catholic: The funds will be used to purchase one short throw projector, one long throw projector, 2 televisions with stands that will connect to computers and the rest on new Chromebooks.

- **New Business:** Sandy Baker, a retired certified elementary teacher, will be the long term sub for Mrs. Hoff. Mr. Mardell is still interviewing music teachers. Shaheen's Department Store in Louisville will be our new uniform supplier and Tommy Hilfiger online will also carry our uniforms. Colette Mayer and Sam Porter will be 2 of the new school board members next year. Mr. Mardell would like to have a parishioner who doesn't have a student enrolled on the board but we haven't found someone willing to do it yet.

Committee Reports

Enrollment

- Our enrollment is up a little but we are still down.

Athletics

- We used \$500 for field day and we would like to take the rest of the Athletics money and save for the playground at Cardome.

Saints-In-Action

-School House 5K raised \$500. It will go into a restricted account for the Cardome playground.

Submitted by Lisa Case

Finance - Scott Carter:

Ss. Francis and John Finance Committee Minutes for Meeting Held April 23, 2018

Attendees: Father Linh, Dan Mardell, Maggie McGuire, Bill Viney, Scott Carter, Brent Mayer, Larry Oser, Deacon Tim Stout, Michelle Burgmaier

Absent: Craig Bilotta, Marty Essig, Tommy Johnson, Fr. Arock

Meeting called to order @ 6:04pm. Opening prayer provided by Dcn. Tim Stout.

Agenda:

- Minutes from March 26, 2018 meeting reviewed and approved.

Church P&L –

- #401 · Offertory - We are behind year to date planned budget.
- #421 · Parish Programs: main income from this comes in for 1st Communion and CCD.
- #435 · Capital Campaign: Large drop off from last year. How do we re-energize?

Church Balance Sheet –

- #113.54 · Building Fund/Cardome: This account may only be used for anything that applies to the moving or building of the church or school at Cardome. Month of May will reflect a donation of stock.

Cardome P&L Income:

- #412 · Rentals: YTD about 50% of planned budget.

Cardome P&L Expenses:

- #538 · First payment for 2018 booked in March on balance sheet. It is due in May.
- #580 · Professional Services: We are over fiscal year budget.

Dr. Conneely (new director for Cardome) met with Marian DeMoss, Carol Kaulig and Michelle Burgmaier to work on CRC budget for the upcoming fiscal year, July 1, 2018 through June 30, 2019.

School Balance Sheet –

- **Wetlands** – Have the donations/grant money been used up?

Offertory numbers will be reported 2 weeks behind in bulletin

- Second Collections – will be reported going forward

Closing Prayer – Fr. Linh at 7:08pm.

Next meeting: **May 29, 2018** at 6:00pm at Cardome (date changed due to Memorial Day).

--Submitted by Maggie McGuire

Formation - Sam Newcomb:

No formation notes for tomorrow.

Sam

Worship - Dcn. Dallas Kelley:

Worship Agenda

May 7, 2018

1. Update St. Francis- The only thing I could get out of anybody is maybe in June
2. Mass readings for Ascension and Pentecost- There are several options for these two days. Had head lector minister send out email's
3. Flower Committee- Arts and environment might start a subcommittee to take up collections from parishioners that wanted to give money in dedication for loved ones to have flowers up on the sanctuary
4. Easter updates- trying to get more people involved in lectoring for Easter vigil. Had to use same three people over eight readings
5. Chris Stefanick (CTK)- This dynamic speaker is coming to Christ the King in next lent during holy week of next year. We are being asked to promote it as a sister parish
6. Spanish- Nothing to report

Youth Ministry - Katherine Coleman:

Youth Life Report May 2018

We have wrapped up our Youth Nights for the summer. We are working on a few fun summer activities to help keep the youth engaged.

The Link 2 Youth Golf Scramble is Saturday May 26. We are working to make it a successful fundraiser for Catholic Heart Work Camp.

We are working on a canoe trip on the Elkhorn across from Cardome on June 10th. More information will be coming out soon.

Signups are underway for Catholic Heart Work Camp. We have a few more spots to fill and are still in need of at least one more male chaperone. We will be taking 58 participants to Cumberland, MD June 17-23rd.

Attachment 2 – Stewardship Committee Agenda

Stewardship Committee Agenda

5-24-18

7:00 PM, Undercroft at St. Johns

Items:

Committee/Ministry Liaison Assignments:

- See attached spreadsheet of Liaisons that we developed at the March meeting
- Barb Strippelhoff has resigned from the Committee so I replaced her two committee assignments
- Remember we assigned the liaisons by, 1) Chairs of the committees, 2)Members of the committees, 3)Volunteers who were at the meeting in March, 4)Liaisons from last year, 5)Consensus from the members present on what made sense

Liaison duties:

Update the committee description for the Stewardship Booklet by October 1.

Bulletin Education Pieces to be placed in the bulletin starting now!

Remember how:

Contact the committee chair and get an updated description

Write an introductory paragraph or more to catch the eye of the reader and introduce the work of the committee/ministry

Send the piece to LRB to co-ordinate and get placed in the bulletin

Summary Report of the OSV Program

Attached

Requested by Father Linh and the Finance Committee

Planning for the 2018 Stewardship Sign-up

Which committees should present the testimonials? (We previously decided to use our own committees for the testimonials and to do the campaign ourselves without outside help).

Attachment 3 – Ss. Francis and John Ministries
Chairs and Contact Information

Ministry	Chair/Coordinator/ Head	e-mail	Stewardship Committee Liaison
Parish Council	Ken Bohac	bofam5@yahoo.com	Larry Bramlage
Altar Servers	Tom Fister	tkfister@att.net	Steve Reed
Arts and Environment	Lydia Leblanc/ Anne Willett	janeblanc@hughes.net ; gfdengine3@gmail.com	Andrew Willett
Baptism Prep	Jennifer Allen	aleenjennifer@yahoo.com	Larry Prather
Bingo, School			Katie Rudolph
Building and Grounds/Hard Hats	Jim Kaulig	jkaulig@bellsouth.net	Duane Cook
Cardome Cleaning Crew	Susan Tackett	sktackett53@yahoo.com	Betsy Noll
Catholic Way Bible Study	Anne Dadds	daddsanne@gmail.com	Anne Dadds
CCD-Confirmation	Barbara Mardell	bmardell@stjohnschoolonline.org	Steve Reed
Collection Counters	Nancy Herring	nherring@qx.net	Anne Dadds
Communications	Gina Stewart	gstewart@ssfrancisjohn.org	Michelle Owens
Cursillo	Dan/Mary Elliott, Donzetta Hughes, Pat Galvin	danmar614@roadrunner.com ;	Marilyn Bramlage
Double Nickel	Patrick Manion	hugcandy@bellsouth.net	Betsy Noll
Eucharistic Ministers	Kelly Stout	stout.k@gmail.com	Betsy Noll for Barb Strippelhoff
Facilities Evaluation	Pete Midden	dpmidden@gmail.com	Duane Cook
Finance Committee	Scott Carter	scarter042@gmail.com	Herb Noll
Formation Committee	Sam Newcomb	newcomb@email.uky.edu	Anne Dadds
Gala/Derby Party/Fundraiser, Fellowship	Gina Stewart	gstewart@ssfrancisjohn.org	Suspended
Greeter/Hospitality	Mike Bell	michaelesarae@bellsouth.net	Larry Prather
Hands of Mary/Vocations	Barbara Strippelhoff	bstrippelhoff@yahoo.com	Anne Dadds for Barb Strippelhoff
Homebound Eucharist	Richard Schweitzer	schw5664@bellsouth.net	Betsy Noll
K of C	Chris Muzinic	christopher.muzinic@uky.edu	Andrew Willett
Liturgical Ministry	Emily Laco	emilylaco@gmail.com	Steve Reed
Martha's Ministry, Bereavement	Marilyn Bramlage, Sue True	bramlagemom@gmail.com ; true3132@bellsouth.net	Marilyn Bramlage
Music Ministry	Vacant (Temporarily Katharine Coleman)	kcoleman@cdlex.org	James Drummond
Parish Office Assistant	Teri Ward	tward@ssfrancisjohn.org	Michelle Owens
RCIA	Dan Elliott	danmar614@roadrunner.com ;	Gail DeCastro

Ministry	Chair/Coordinator/ Head	e-mail	Stewardship Committee Liason
Recycling, School	Jennifer Noffsinger, Dan Mardell	office@stjohnschoolonline.org ; dmardell@stjohnschoolonline.org	Marilyn Bramlage
Sacristan	Tom Fister	tkfister@att.net	Gail DeCastro
Saints in Action	Kim Jansen	kimjansen904@yahoo.com	Chad and Katie Rudolph
School Athletics	Neal Thompson	nealthompson05@yahoo.com	Larry Prather
School Board	Lisa Case	lisacase77@gmail.com	James Drummond
School Enrollment	Dan Mardell (Jennifer Noffsinger)	office@stjohnschoolonline.org ; dmardell@stjohnschoolonline.org	James Drummond
School Office Assistants	Jennifer Noffsinger	office@stjohnschoolonline.org	Chad and Katie Rudolph
School, Cafeteria Volunteers	Jennifer Noffsinger, Lydia	office@stjohnschoolonline.org	Chad and Katie Rudolph
Scrip, School	Jennifer Hernandez, Jennifer Noffsinger	jennmpt@yahoo.com ; office@stjohnschoolonline.org	Gail DeCastro
Stephen Ministry	Marion Cook	marion@cookwatkins.com	Marilyn Bramlage
Stewardship Committee	Larry Bramlage	lbramlage@roodandriddle.com	Larry Bramlage
Totus Tuus			On Hold
Welcoming	Herb Noll	hnoll@roadrunner.com	Herb Noll
Worship Committee	Dallas Kelley	dkelley@cdlex.org	None
Youth Coordinating	Katherine Coleman	kcoleman@cdlex.org	Marilyn Bramlage
Cardome Steering Committee	Ken Bohac/ Renee Griese	bofam5@yahoo.com / rgriese@gmail.com	Andrew Willett

Write the Education Piece for the Bulletin, Now until August; Description to Michelle for Booklet by September

Attachment 4 – Summary Report from Stewardship/Larry Bramlage

Report from the Stewardship Committee on Our Sunday Visitor Program of Stewardship of Treasure

This report is in response to a request from the Finance Committee and Father Linh

This is a mixture of financial data that I have available from running the OSV campaign. The finance committee should have much more current data. This is a mixture of data years with some assumptions because when we started the process in July of 2017 we had to use financial data from the calendar year 2016 as our basis since that was the last complete year.

In the 2016 calendar year 430 households gave to the parish financially and 294 of the 724 have no record of contribution, but are envelope recipients.

Of the 430 who have a giving record, 180 returned their financial commitment card on Commitment Sunday in 2017. So, about 36% of the parishioners who gave some amount to the Sunday offertory in 2016 made a commitment for 2017-18 in October 2017. We also had 26 new families who signed up to give. The people who responded had given \$313,551.35 (totaled from the yearend tax reports done by the office for calendar year 2016). They pledged to give \$179,851.85 more in 2018. The commitments were a 57% increase in the offertory pledges over previous donations.

From the financial reports in the bulletin the total Offertory for 2017 was \$577,386. Assuming families would have given similarly in calendar year 2016 and 2017, this means a difference of \$263,834.65 was given in the offertory by people who did not return a Commitment Card.

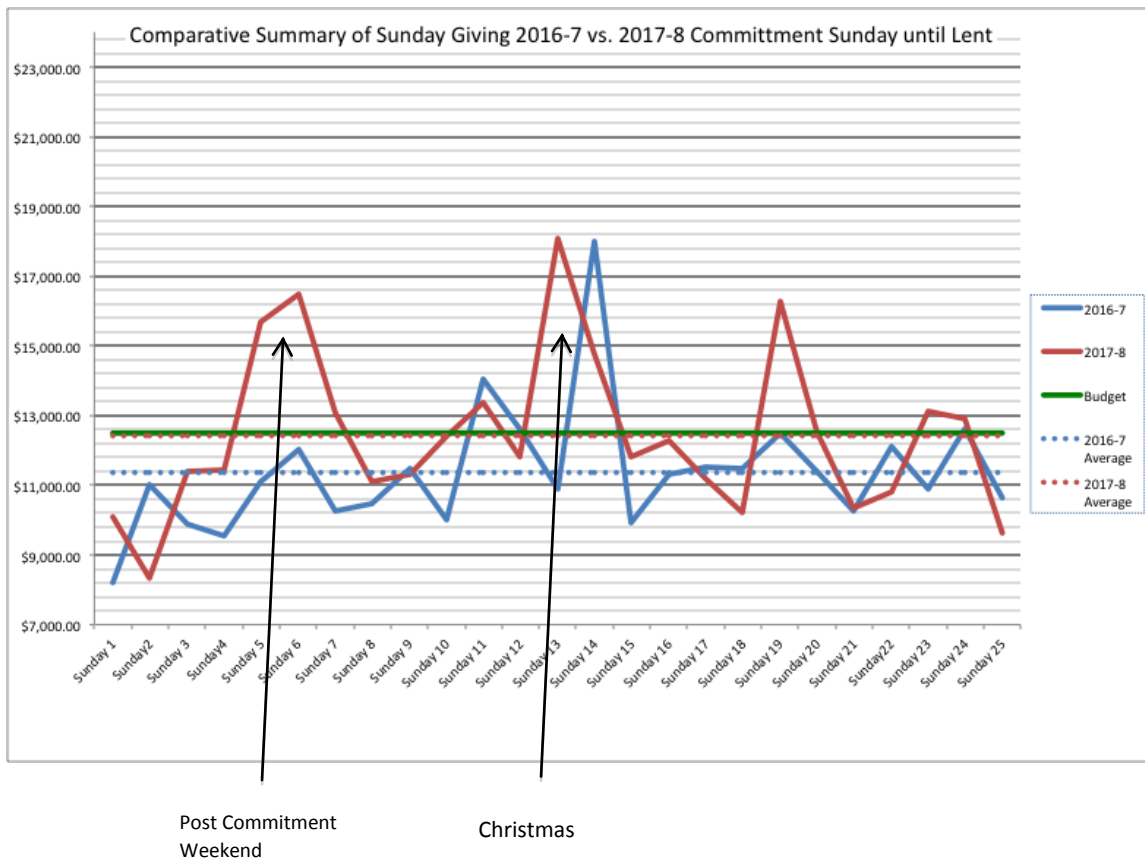
Also part of the final report:

- Six people wanted to be contacted about including Sts. Francis and John in their wills. Teri passed these on to Michelle.
- Seventeen people wanted to be contacted about Online Giving. Teri contacted them.
- These names were passed on to Teri in the office and Scott Carter of Finance Committee.

The Stewardship Committee looked at 25 Sunday's giving starting on Commitment Sunday of 2017 and ending at the start of Lent. We then compared it to the comparable 25 Sundays for the previous year for a year over year comparison.

These are the results in tabulated, graph and summary form.

- \$1054.70 = weekly differential of last year vs. this year for the period, an 9.3% increase in giving/Sunday
- \$26,367.50 = Total increase in giving for the period
- The cost of the OSV Program was \$11,300, funded by a private donation
- OSV promised an increase in annual giving in excess of the cost of the program which they easily will do
- The largest increased giving was experienced in the month after the Commitment Weekend
- Christmas giving was similar year over year, after January 1, 2018 giving regressed and plateaued at levels similar to last year.
- If you project the \$12,421.17/week average to a full year you would have \$645,900, which is an increase of \$68,532 over the giving of \$577,386 in 2017. This is likely an over projection because the 25 Sundays studied included Christmas.



	2016-7	2017-8	Budget	2016-7 Average	2017-8 Average
Sunday 1	\$8,208.89	\$10,098.19	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 2	\$11,023.00	\$8,336.62	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 3	\$9,903.00	\$11,416.10	\$12,500.00	\$11,366.47	\$12,421.17

Sunday4	\$9,569.00	\$11,433.49	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 5	\$11,106.73	\$15,667.13	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 6	\$12,023.51	\$16,495.13	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 7	\$10,251.61	\$13,077.01	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 8	\$10,483.10	\$11,110.26	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 9	\$11,501.10	\$11,318.05	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 10	\$9,991.10	\$12,419.27	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 11	\$14,042.21	\$13,378.56	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 12	\$12,597.41	\$11,825.05	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 13	\$10,888.37	\$18,094.55	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 14	\$17,989.80	\$14,776.00	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 15	\$9,926.52	\$11,800.50	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 16	\$11,302.60	\$12,267.10	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 17	\$11,534.29	\$11,199.00	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 18	\$11,474.81	\$10,233.00	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 19	\$12,489.75	\$16,265.44	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 20	\$11,380.06	\$12,530.40	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 21	\$10,247.19	\$10,342.61	\$12,500.00	\$11,366.47	\$12,421.17
Sunday22	\$12,096.00	\$10,796.11	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 23	\$10,874.30	\$13,107.00	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 24	\$12,610.61	\$12,912.55	\$12,500.00	\$11,366.47	\$12,421.17
Sunday 25	\$10,646.74	\$9,630.21	\$12,500.00	\$11,366.47	\$12,421.17
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Total	\$284,161.70	\$310,529.33			
Average	\$11,366.47	\$12,421.17			

Assessment:

The following is a personal editorial assessment from Larry Bramlage; don't blame the committee.

- It is possible to build momentum in the offertory giving, judging from the response to commitment Sunday.
- The momentum has to be re-charged regularly to boost people's enthusiasm, preferably Monthly or at least Quarterly

- This must be done by the explicit description of spending by the parish on heart warming or appealing stories that illustrate where money is spent and creates the desire to continue giving.
- This can only be done by the Finance Committee, a PR Committee that works closely with finance, or the Office. They are the only ones with the data. The stories can't be about recurring expenses.
- Cardome doesn't build this momentum; it creates as much animosity as it does enthusiasm, is too abstract and the horizon too long.
- Stewardship Committee is not the right group to do this because the premise is wrong. Stewardship is not the fund raising arm of the Parish. Stewardship is about giving because you have a need to give, not because there is a need. It is about participation not results. Stewardship is not synonymous with finance. It is a different concept as described by National Conference of Catholic Bishops.
- OSV has programs aimed at maintaining offertory giving. I don't know the details. I think Finance or Parish Council should be the contact for them. They were somewhat surprised that the Stewardship Committee was the liaison to them and not Finance or Parish Council when I first talked to Jim Tidaback

Submitted by Larry Bramlage