

St. John Vianney Parish Council Meeting Minutes

May 20, 2013

Members Present:

Fr. Ken Knippel, Pastor
Fr. Phillip Bogacki, Associate Pastor
Mike Ostrenga, Trustee Treasurer
Cheryl Zima, Trustee Secretary
Jon Hauser, Chair
Mark Rye, Vice Chair
Ken Kern, Secretary
Bill Hattendorf, School Board Liaison
Nancy Nelson, Stewardship Liaison
Maria Pascente, Christian Formation Liaison
Brian Schloemer, Admin/Finance Liaison
Rosemarie Wegner, Prayer and Worship Liaison
Doug Wildes, Human Concerns Liaison

Guests Present: Principal Pam Pyzyk and Karen Price

Call to Order: The meeting opened at 6:40pm.

Approval of Minutes: The minutes from the April 15th meeting were amended as follows:

- On page 2, item 1 “was approved by consensus” is amended to add the words “with reservation from Bill on School Board.”
- On page 2, item 2 is amended to read “rectory windows” rather than “rectory roof”.

Pastors Report: Fr. Ken reported on these items:

- First Communion liturgies went very well; Father has received several compliments.
- Ordination last Saturday, including that of our new Associate Pastor Philip Schumaker, was beautiful.
- Fr. Ken asked for prayers for Fr. Sean O’Connell who was recently removed as Pastor of Queen of Apostles in Pewaukee.
- 27 have signed up so far for the parish retreat in June; still room for more.
- Building project initial planning continues with a meeting scheduled soon with the architect to look at revised plans.
- Father said that he was sad when Jennifer Ogren announced she is leaving the parish office staff after 13 years effective June 13th, and that she will be missed.
- The search for a new school principal is ongoing. Interviews have taken place with the search now narrowed down to 2 final candidates.
- The need to hire a new Director of Administrative Services will take time. Parishioner John Benson has been hired as a consultant to temporarily help in that position.
- Father spoke to update the council on a sensitive school issue.

- A council member added a comment that Confirmation was also very well done.

School Security System Proposal: Principal Pam Pyzyk led a discussion about the proposal to council to purchase a school security system. Fr. Ken explained that the Building and Grounds committee had been working on this issue, as has the Technology Committee. Various opinions arose regarding the best uses of the available funds, as well as regarding the recommendations from the City of Brookfield Police Department. A letter dated May 15th from Captain Horter was part of the proposal. The main focus of the proposal is for the installation of a key fob entry system to limit points of entry, along with interior and exterior surveillance cameras. Quotes were received from five companies, and the decision was made to award the contract to ESS Engineered Security Solutions, a Brookfield company. The cost of approximately \$82,000 will be covered by Home and School Association funds from Bids for Kids. There was also discussion about possibly expanding the security measures in the future, such as with improved classroom doors and strengthened exterior glass in or near the doors. Council member comments were made in favor of security, for concern about student on student violence that has taken place in other schools, and the need to look at future costs to maintain and monitor the security system. The proposal was approved by consensus and a proxy will now be requested from the Archbishop.

Interim Financial Results and Budget Process Update: Brian led a discussion about finances and the budget, which is still in the works, and which will be presented to council June 17th. The Admin. Services/Finance Committee and staff are continuing to work with departments to implement 3 to 4% budget cuts as previously proposed. 3 departments are not yet done. Brian also discussed a Financial Reporting Structure proposal from the committee which Fr. Ken recently approved. The goal is to improve reporting of income streams and expenses by department. The need for better, more timely reports was stressed, with more visibility. Jon Hauser summarized by making these four points:

- Get the budget done.
- Create better, more timely management reports.
- Provide monthly reports to departments.
- Be better able to monitor expenditures, especially from the annual fund, Bids, reserves.

Concern was raised that a considerable amount more has been spent year-to-date than in all of last year, but it was noted there are offsets including additional budgeted items, and Bids for Kids and Annual Fund income.

Parish Fundraising Policy: Nancy led the discussion about this proposal. Stewardship committee recently did a study of current fundraising initiatives, the list of which is 4 pages long. This policy will create an application and review process for all newly proposed fundraisers. Existing events and activities will be grandfathered. It was stated that committees have had, and need to continue to have spirited discussions about pairing down or cutting back on fundraisers. The comment was made that the goal should be to become a “true stewardship parish” in which no fundraisers are needed. The proposal was approved by consensus.

Liaison Committee Reports:

- Rose mentioned that Prayer and Worship continues to work on their projects including the review of liturgies at other parishes, and that ours continue to rank high. The goal of filling 95% of ministry positions continues to be important. Fr. Ken added that he is very happy to report that Nora and Jude Werra have stepped forward and offered to pay for a new electronic organ. This was deleted from the Faith in Our Future project because at the time we had a donor. That did not materialize and so it was placed on the list of items to be covered in the proposed Building Project. This couple saw that and graciously offered to pay for it. Dave Sanders will update the bid received three years ago (\$125,000) and begin the purchase process.
- Maria mentioned that CF has discerned 2 new members, but will be down next year to 11 rather than 12 people. They continue to work on new evangelization efforts, their "summer sweat" funds of \$8,000 exceeded last year, they continue to work on the parish mission, the endowment fund policy, the revised CF Handbook, a young adult focus group in June, and they'll be sponsoring catechetical training. She concluded that "much positive and successful" is happening.

Parish Council Leadership Discernment took place, beginning with prayer, with these results for next year:

- PC Chairperson and representative to the district Archdiocesan Pastoral Council meetings will be Maria Pascente.
- PC Vice Chair and Strategic Plan manager will be Brian Schloemer.
- PC Secretary and Selection Committee chair will be Doug Wildes.

And Oh By The Way: One council member asked for special prayers for a family member. And Fr. Ken called a meeting of PC for 7pm on June 10th to discuss the Archbishop's Pastoral Letter.

The meeting adjourned at 9:30pm.

Minutes respectfully submitted by Ken Kern, PC Secretary.