

St. John Vianney Pastoral Council Minutes

March 5, 2018

Members Present: Fr. Ken Knippel – Pastor, Fr. Nathaniel Miniatt – Associate Pastor, Brian Schloemer - Trustee Treasurer, Betsy Wellenstein – Vice Chair, Karen Coon – Secretary, Renee Larson – Stewardship Liaison, JoAnne Cekanor – School Committee Liaison, , Kathy Barutha – Human Concerns Liaison and Waukesha East Deanery Rep, Doug Wildes – Finance Council Rep., Archdiocesan Pastoral Council Rep., and Waukesha East Deanery Rep.

Guests: Deacon Aaron Laskiewicz, St. Francis de Sales seminarian & John Thompson, Director of Human Concerns

Excused Members: Kim Prudlow – Chair, Robert Scott – Trustee Secretary, Duane McAllister – Worship Committee Liaison & Finance Council Rep., Judy Kile – Formation Committee Liaison

Call to Order: The St. John Vianney (SJV) Pastoral Council (PC) meeting was opened at 9:15 p.m.

Staff Report: John Thompson, Director of Human Concerns

1. A Funeral Visitation Assistant position has been created at SJV to coordinate funeral visitations for those families who have cremains but have no funeral director present at the funeral. This is not a full or even a part-time job, but one for which a fee is paid as services are rendered. The fee for this service is \$400 paid to SJV, which will be used to offset the fee paid to the Funeral Visitation Assistant (\$200) and the expenses of the visitation itself. Angela Bravata piloted the role of Funeral Visitation Assistant at a funeral on February 10, 2018, but the role will be rotated in the future among a small group of people who have been trained for it. We estimate that the families involved in eight or so out of our forty to fifty funerals a year may wish to use the services of the Funeral Visitation Assistant.
2. Our local sister parish, Prince of Peace, has a new pastor as of February 4, 2018, Fr. Dionicio Máximo Tzul Lacan. He prefers to be called Father Max Tzul, and is a native of Guatemala. He is a member of the Fraternidad Misionera de María (the Missionary Fraternity of Mary) an order of missionary priests founded in Guatemala in 1985 to whom the Archdiocese has entrusted the parishes of Prince of Peace and St. Vincent de Paul.
3. Fr. Joe Uhen, the pastor of our international sister parish, Santísimo Sacramento in Piura, Peru, will celebrate twenty-five years at Santísimo Sacramento in August 2018. Fr. Joe has been making plans to insure the continuity of his ministry there, and we expect that will allow us to continue what has been a very fruitful relationship

Secretary's Report:

1. Results of discernment of new Pastoral Council members. Nominees were taken from all Standing Committees, as well as anyone who had served on a Standing Committee within the last two years. We had a total of 23 people nominated from a total number of 54 people eligible to serve. Of that 23, 3 people agreed to discern to the positions open. The reasons for not discerning ranged from those who wished to remain on their current Standing committee, to those who did not feel it was right at the current time for them to serve. The three who took part in the discernment process were Greg

VanWinkle, Andy Smith, and Andy Stith. Greg VanWinkle and Andy Stith were discerned to serve on Pastoral Council beginning July 1, 2018 and serving a three-year term. We thank Judy Kile and Renee Larson, the two departing members of Pastoral Council, for their time and commitment to St. John Vianney.

2. The Nomination Form for Standing Committee and Athletic Committee nominations will be in the Bulletin the weekend of March 8th and 9th. Nomination Weekend is March 17th and 18th, and nominations will be collected at all masses that weekend, and also accepted at the Parish Office until March 21st. Nominees will be contacted over the weeks following the 21st, and those accepting will be invited to Common Leadership Night on April 23, 2018.

Vice Chair's Report: She has received most of the mid-year Strategic Plan updates from the Standing Committees. She will forward all of them when she has all of them.

Stewardship Report: Fr. Nathaniel presented the Stewardship Historical data and highlighted several points of note:

1. The number of families making a stewardship pledge of treasure is down about 45% from 2010 (1312 pledges made in 2010 as compared to 712 pledges made in 2017), but total donations are up slightly (\$2,234,606.00 in 2010 as compared to \$2,345,351.00 in 2017).
2. Electronic giving is a much larger portion of the donations than in 2014 (when electronic giving was first instituted).
3. The average size of the gifts made by envelope (\$1,178.00 in 2014 vs. \$1,102.00 in 2017) has remained static from 2014, but the average size of the gifts made electronically has increased about 66% (\$1,041.00 in 2014 as compared to \$1,733.00 in 2017).
4. At the moment, collections are at 98.1% of budget, or about \$30,000.00 behind what was budgeted for the 2017/2018 fiscal year (July 1, 2017 – June 30, 2018).

The Stewardship Committee is addressing the issue of messaging and is concerned most with the need to emphasize the importance of the financial contributions in continuing to run the many ministries to which the parishioners of St. John Vianney have committed.

To that end, a new position has been suggested and approved by the Finance Committee. That position is Director of Communications and Stewardship. The final job description is currently under review, and will be posted on the Archdiocesan website shortly. The primary focus of the position will be to create a more unified and consistent message on Stewardship and other areas through a comprehensive communications effort. Further information was provided during the Pastor's Report.

Pastor's Report:

- The position of Director of Stewardship and Communications was approved by the Finance Council. The final job description has not yet been approved but is almost set. Input was taken from Staff, and parishes with similar positions were contacted, when creating the job description. The details of the position will be finalized shortly, and the opening will be posted on the Archdiocesan website. A selection committee will be formed and will conduct the initial interviews. The new priest will be appointed in time to have that person included in the final interviews and the ultimate hiring decision.
- The Archdiocese has scheduled an Amazing Parish Conference for October 17 – 19, 2018, and all parishes will be participating. Each parish is to send their priest, along with a team of parish

leaders who will commit to implementing over the next several years, the things that they learn at the conference. From the website – “[An] Amazing Parish conference is a workshop-style format, so pastors and parish leadership team members can work side-by-side to learn what a real leadership team looks like, how it operates, and how it can best serve its parishioners. By the end of the conference, you’ll also have gained a lot of knowledge and insight, you’ll have a clear, practical vision of what leadership can look like at your parish and how to implement it once you get home.” For more information, see <https://www.archmil.org/Synod-2014/Amazing-Parish-2018.htm>

- Two priests have contacted Fr. Ken for more information and a tour of the parish, and both have completed those tours.
- The Archdiocese had created a draft set of Guidelines for the Use of Video Technologies in Churches, to which our current use comports. If changes are made to the Guidelines in the final version, we will again assess our use in comparison to the guidelines.
- The calendar for the 2018/2019 Pastoral Council, Finance Council, Standing Committee, Common Leadership Nights, and Family Faith Formation sessions was approved.
- The Finance Council approved the creation of a new position- Kitchen Coordinator. Katie Vitalbo has accepted the position and will work about 20 hours a month for \$15.00/hour. Will also manage the kitchen and supplies. This position is funded by the savings generated by the need for fewer visiting priests with the reduction in masses from 5/weekend to 4/weekend. This position will also coordinate the purchase of kitchen supplies and other items used throughout the parish and the school for staff and other gatherings to better utilize purchasing power and avoid duplication.

Standing Committee Reports: See individual Standing Committee minutes.

New Business: The School Committee has asked that they be allowed to discern their new members at their May meeting and before the other committees discern their new members at the Common Leadership Night in June. The reason for the request is that this allows them to maintain a more consistent level of work over the summer, and allows for new members to better understand the work done on the Committee before their term begins in July.

The request was approved.

Next meetings: Common Leadership Night on April 23, 2018 in the Church at 6:30 p.m.

Meeting concluded at 10:45 p.m.