

St. John Vianney Pastoral Council Minutes

March 4, 2019

Members Present: Fr. Edwin Kornath – Pastor, Fr. Nathaniel Miniatt – Associate Pastor, Randy Freeman - Trustee-Treasurer (by phone), Robert Scott – Trustee-Secretary, Kim Prudlow – Chair, Betsy Wellenstein – Vice Chair, Karen Coon – Secretary & Formation Committee Liaison, Doug Wildes – Worship Committee Liaison & Archdiocesan Pastoral Council Rep., Andy Stith – Finance Council Liaison, Gregory Van Winkle – Finance Council Liaison, JoAnn Cekanor – School Committee Liaison & Waukesha East Deanery Rep., Kathy Barutha – Human Concerns Liaison & Waukesha East Deanery Rep.

Members Absent Duane McAllister – Stewardship Committee Liaison

Guests: Robb Lied – Director of Administrative Services, Angela Bravata, Director of Stewardship and Communications

Call to Order: The St. John Vianney (SJV) Pastoral Council (PC) meeting was opened at 9:00 p.m.

Trustee-Treasurer, Randy Freeman – Randy reported on the creation of a committee to conduct a parish benchmark assessment with several other parishes regarding many issues important to St. John Vianney. The results of the benchmark will help us in the formation of an updated long-term strategic plan. The members of the committee are Randy Freeman, Trustee-Treasurer, Robert Scott, Trustee-Secretary, Kim Prudlow, Pastoral Council Chair, Mark Czarnecki, Finance Council member, Robb Lied, Director of Administrative Services, Angela Bravata, Director of Stewardship and Communication, John Thompson, Director of Human Concerns, and Brian Shimon, School Principal.

The last time we conducted such a survey was in 2012, and the focus was directed to school issues. That time we gathered information from St. Dominic's, St. Mary's Visitation, St. Joseph's, Holy Apostles, and Queen of Apostles. The focus was school funding, fees, tuition, and part time faculty positions.

This survey will seek information from parishes similar in size to SJV and will address more parish-oriented issues. The questions they are looking to address include parish and school enrollment; mass participation; change in census over the last decade; whether they have instituted a family faith formation program or plan to do so; family involvement in parish programs; level of volunteerism; several financial questions.

They plan to have the questionnaire and list of targeted parishes finalized by May 15, 2019, and have it mailed to the parishes by May 30, 2019. Will request a return of the information which allows for a summary to be presented to Pastoral Council at their first meeting of 2019-2020 along with a proposal for action going forward.

Staff Report – Robb Lied, Director of Administrative Services – Robb provided an update on the current financial position of the Parish. In comparing collections through January of 2019 to January of 2018, we are down \$230,000. Further, based upon what was budgeted for collections through January 2019, we are under budget by \$300,000. Robb met with Finance Council, Parish and School staff to address both short term and long-range solutions to implement in an effort to address the short fall in revenue. There are not a lot of significant changes that can be made at this point in the year, as the biggest parts of the budget are salaries and benefits, but everyone has committed to assess all expenses and to look at where cuts can be made. New restrictions on spending require that the department head must approve

every expenditure, and all expenditures over \$500 must be approved by the Director of Administrative Services.

Department budgets are due to Robb by 3/8/19 and to Finance Council by 3/18/19. All options are being considered, including instituting a reduction in contributions to outside organizations, such as organizations funded through Human Concerns, twinning commitments, etc. It would not make sense to dip into the parish investment accounts to help others when we can't cover our own budget. In creating this year's budget, the expected revenue from Stewardship receipts was increased based upon the previous year's performance and commitments. The 2019-2020 budgeted amount for Stewardship receipts will likely be trimmed back. We had a slight uptick in Stewardship receipts in January, but we can't be certain that trend will continue for the remainder of the 2018/2019 fiscal year, which ends on June 30, 2019. At this point, it also looks like we will have a decline in the school enrollment for the 2019/2020 school year, which will necessarily impact the budget as well.

It is important that we inform the parishioners of the problem and what we're doing to address the short fall. Parishioners need to understand that this isn't a spending problem but is a top line revenue issue. Right now, SJV is blessed to provide services and activities at a Level 10, but parishioners are donating at a level which only allow for a provision of services at a Level 7. We are trying to avoid making cuts in services to our parishioners and school families as we don't want to drive people away based upon the perception that we are providing anything less than what we have always been able to provide to parishioners, school families, and staff.

For next year's budget, Robb plans to use a reduced top line and will make cuts where we can have a budgetary impact without causing a reduction in services. The 3K program comes with some variables in its budget impact. Issues such as family discounts for those who already have children enrolled and the experience of the teacher hired to staff the room, will impact the budgetary loss of the 3K program. The original range of loss calculated for the introduction of the 3K program was \$3,000 to \$19,000, but we'll have stronger numbers at the end of March.

Angela Bravata, Director of Stewardship and Communication— Angela reported on a snapshot of the Stewardship Campaign through January 2019. While we can gather some data from the program we use in the Parish, it would be helpful to have a tool that could quickly gather more varied and specific information from the data generated during the collection of the commitment forms. There are several figures we can look at to see how the Stewardship Campaign is trending, especially in comparison to previous years. What Angela sees is that we have a positive trend in giving and believes that there is an uptick in giving over last year. It is especially good to note that there was an increase in donations to the Annual Fund from non-school families. Going forward, Angela will be looking at ways to more accurately predict the top line revenue number, which will allow for the creation of a more realistic budget.

Secretary's Report: Pastoral Council Discernment was held in the church at the beginning of Common Leadership Night. We had 5 great candidates, and the three new members discerned to PC are Matt McCoy, Kathy Uy, and Jamie Zdroik. They will attend the June 3, 2019 PC meeting to discern to their liaison positions for the 2019/2020 fiscal year.

The weekend of March 16 and 17 is Nomination weekend. The forms for nominations for discernment to the Standing Committees will be in the pews and Pastoral Council representatives will speak at each of the Masses to briefly explain the process and encourage nomination of anyone who may be interested in learning more about membership on the Standing Committees. Nominations will be collected until March 20, and the names will be sent to the chair of each committee to follow up with

the nominees. Nominees will be invited to attend the April 29, 2019 Common Leadership Night at which they will learn more about what is involved in membership to their specific committee.

As a side note, with the attrition that has occurred on the Formation Committee, along with Matt McCoy's discernment to PC, and the expiration of the terms of the two remaining members of the committee, there will be no carry over members of the Formation Committee going into the 2019/2020 Committee year. We will make a specific push to find nominees willing to serve on the Formation Committee.

Vice Chair's Report: Strategic Plan Update – The final version of the Strategic Plan is going out soon. All that is needed is an updated letter from Father Ed to accompany the update. That letter will be completed shortly.

Pastor's Report: SJV exceeded our 2018 Archdiocesan Catholic Stewardship Appeal goal by \$5,000.00. The Archbishop has issued a moratorium on parish capital campaigns for the next six months. The Archdiocese is conducting a feasibility study on the likely success of an Archdiocesan wide capital appeal. For now, that puts a hold on any efforts to begin a Retire the Debt campaign to cover the remaining costs from the Doors to Our Faith campaign, which stands at about \$1.3 million.

Liaison Reports: Formation – Karen Coon, Liaison -The Family Faith Formation Sub-Committee was very successful. Ultimately, all who were invited to discern agreed to serve, and the committee worked with Dennis Sylva to set up a series of topics to be covered during the 2019/2020 school year, along with suggestions for speakers and activities. Dennis Sylva seemed to be pleased with the ultimate results accomplished by the sub-committee.

New Business: None.

Upcoming Dates to Note: April 8, 2019, 6:30 p.m. – Parish Stewardship Assessment with Barb Vite, Director of Stewardship for the Archdiocese of Milwaukee

April 29, 2019, Common Leadership Night & Informational meeting for those interested in Discernment to Standing Committees, No Pastoral Council meeting – Pastoral Council is in charge of refreshments

June 3, 2019, Common Leadership Night & Discernment to Standing Committees, Pastoral Council at 8:45 p.m.

Meeting ended at 10:05 p.m. with the Sign of Peace.