

**St. John Evangelist Pastoral Council Meeting Minutes**  
**Tuesday, September 19, 2017, 6:30 pm**

Present: Fr. Joe Dominic, Jim Beine, Molly Holzrichter, Lynn Justinger, Jill Ladwig, Patty Langel, Matthew Meyer, Scott Misfeldt, Lori Udovich, Steve Webster, Carol Benishek (parish staff), Chris Briggs (Youth/Young Adult Ministry), Emily Briggs & Cree Lesar (Religious Education Committee)    Excused: Dale Neil, Susan Vavra

- I. **Opening Prayer, Reflections and Discussion**: Led by Molly Holzrichter
- II. **Approval of September 19, 2017 Agenda**: Matt Meyer moved to approve. Molly Holzrichter seconded motion. Agenda approved.
- III. **Joint Religious Education Committee Report**: Emily Briggs, Director of Religious Education and Cree Lesar, Joint Religious Education Committee chairperson, provided a report summarizing the Religious Education activities for the past year and plans for the current year:
  - First Communion received by 21 students from St. John's, Blessed Trinity and another local parish
  - Catechist Training: Orientation and in-services offered
  - Liturgy of the Word: Offered weekly at the 9:00 am Sunday Mass during the school year *Patty Langel inquired if this could be offered year-round for children at St. John's. Per Emily, it will be considered; additional volunteer leaders are needed.*
  - Vacation Bible School: Offered at Blessed Trinity Parish the week of June 26, 2017 (35 children attended)
  - Service Projects: The traditional St. Nicholas Food Drive at St. John's, donations collected for Mary's Room and the Easter Basket project (delivering baskets to homebound parishioners)
  - Family Fun Programs: Welcome Back Picnic and Family Fall Festival
  - Sheboygan Falls Ducktona Fundraiser: An effort to raise funds to benefit Religious Education programs. Good visibility for the parishes. Profit is \$137.55. Plan to continue this fundraiser but have a specific fundraising goal (ex. Vacation Bible School).
  - Tinker Tots Preschool: Added to Vacation Bible School so younger children can participate.
  - New curriculum for grades 1-8: Finding God (Loyola Press) for grades 1-6; and Pflaum Gospel Weeklies and a booklet *What the Church Believes and Teaches* for grades 7-8.
  - Goals for 2017-18 include growing the number of students and volunteers for Vacation Bible School, increase the number of substitute catechists for RE classes (especially middle school), encourage young family Mass attendance and adding intergenerational programming (parents/children) to give parents shared faith opportunities with their children, Christmas caroling and possible children's choir.
  - Emily will extend an invitation to catechists for the Catechetical Conference at the Archdiocese next year. Fr. Joe stated that the parishes will pay the registration fee and gas mileage.Cree asked the council to share ideas with the Religious Education Committee.
- IV. **Youth/Young Adult Ministry Office Relocation/Office Hours**: Chris Briggs discussed concerns about relocating the Youth/Young Adult Ministry office at St. John's from the second floor of the rectory to the school office: 1) there is no dedicated phone line for Youth Ministry in the school office, 2) lack of private space to meet with parents/students on Wednesday afternoons when Religious Education classes (for grades 1-6) are in session, 3) his assistant's office (Jen Vallo) at the rectory contains files and could not be easily accessed plus verbal communication with Jen throughout the day is necessary, 4) the school office is cold during the winter months. Regarding posting office hours, Chris explained that his hours are not consistent from week-to-week because of programs, events and meetings; the Youth/Young Adult Ministry assistant has set hours and those may be printed in the bulletin. Chris will work with Fr. Joe as to what is expected.
- V. **Review and approve St. John Evangelist Pastoral Council Minutes-August 22, 2017**: Minutes to be revised under New Business IX/A to reflect Fr. Joe's direction regarding the relocation of the Director of Youth/Young Adult Ministry office from the rectory to the school office. The revised August 2017 minutes will be presented at the October 2017 Pastoral Council meeting for approval.

- VI. Finance Council Report:** Molly Holzrichter reported that the parish has a budget deficit; Margaret Suralik, Finance Council member, will discuss the financial situation at Mass; a CD is not being renewed in its entirety as a portion will be transferred to the general fund for paying bills; and the Finance Council is seeking an additional member.
- VII. Committee Liaison Reports:**
- A. Stewardship Committee: Patty reported in Susan Vavra's absence that Susan and Judy Grey, Stewardship Committee chairperson, met and will be establishing a subcommittee to plan how the parish can be more welcoming.
  - B. Evangelization Committee: Matt reported the committee did not meet.
  - C. Spiritual Life & Worship: Jill Ladwig reported that the choir welcomes additional members; there was discussion on a sign board to display song numbers; consideration of adult lectors at the weekend Masses; Fr. Joe requested that parish members are invited to light the candles on the Advent wreath; discontinue having two additional cups with the Precious Blood at Holy Communion; and set the Christmas Mass schedule.
  - D. Social Justice Committee: Lynn Justinger reported that plans will be made to educate the parish next year on Human Trafficking. The committee is also requesting help to pack meals for the Feed My Starving Children project at St. Paul Lutheran Church, Sheboygan Falls on October 14.
  - E. Hospitality Committee: Lori Udovich reported that the Father-Daughter Mass and breakfast is scheduled on Sunday, November 5. Molly Holzrichter, Lynn Justinger and Jenny Meyer will co-chair the event.
- VIII. Secretary Report:** No report
- IX. Old Business:**
- A. Parish Survey Trend Meeting Summary: Molly distributed a handout containing action items for council review.
- X. New Business:**
- A. Parish Survey Results-action items for committee chairpersons: After the council reviews, survey action items will be shared with committee chairpersons.
  - B. Religious Education Fee Structure: Patty distributed the Religious Education fee structures from area parishes. She asked the council to review the information and be prepared to discuss at the October meeting.
  - C. Annual Parish Meeting: The council was reminded that this meeting hosted by the Finance Council is scheduled for Sunday, September 24 following the 9:00 am Mass.
- XI. Pastor's Comments:** Fr. Joe thanked the council for the level of interest. He asked council members to encourage people to come back to the church. We are a vibrant parish and can grow as a wonderful family.
- XII. Opening Prayer Assignment for October 17, 2017 meeting:** Lynn Justinger
- XIII. Closing Prayer:** Led by Fr. Joe.

Respectfully submitted:

Carol Benishek