

St. Vincent Ferrer Parish Pastoral Council (PPC) Minutes
Wednesday, January 18, 2017 7:00 pm

Location: Room B

Minutes: Alice Schneider and Susan Aloisio

Start time: 7:00 pm

End time 9:18 pm

Present: Toby Mattson, Terry Callan, Denny Connor, Chris Homan, Fr. Dennis Jaspers, Kelly Kramer, Brian Caperton, Lisa Samson, Jenny Powers, Jodi Kastner, Jack Schwein, Alice Schneider, Mark Dunkley, Susan Aloisio

Not Present: Bill Mountel, Fr. Jerome Bishop

Guests: Maria Barrett, Jane Callan, Deacon Dave Meyer, Frank Geiser

Opening Prayer

Opening Prayer – Alice Schneider

Approval of Minutes

A motion to approve the November 2016 meeting minutes was made by Denny Connor and seconded by Jodi Kastner. The November meeting minutes were approved as submitted.

New Business

1. Stewardship Presentation--*Members of Stewardship Commission*

Members of the Stewardship Commission requested to speak to PPC about the formation of a sub-committee in November designed to “grow the parish/worship community. Stewardship Commission members were concerned with the timing and potential overlap of the two committees’ missions and plans. Frank Geiser presented a collective recommendation to PPC. Maria Barrett presented a 2017 Planning Calendar of the tasks and goals that the Stewardship Commission plans to complete in the coming year. Attachment A is the handout from the Stewardship Commission with detailed presentation information.

2. Formation--Service Pillar of Stewardship--*Toby Mattson*

Discussion of the 4th Pillar of Stewardship was led by Toby Mattson.

3. Festival Coordinators--*Alice Schneider*

SVF still needs coordinators for the 2017 SVF Festival. Parish Council members were asked to recommend potential candidates to Alice Schneider. Fr. Jaspers agreed to call and ask the recommended coordinators to fill the positions. Jenny Powers and Jodi Kastner agreed to meet with interested parishioners to discuss coordinator responsibilities and available training. Suggestions were made on other ways to advertise for new coordinators. Kelly Kramer volunteered to prepare a flyer for the bulletin and to distribute it to PREP and school children. Brian Caperton can email the information to parishioners.

4. Parish Pastoral Secretary Position-- *Alice Schneider*

Cheka Brynski resigned as PPC Recording Secretary. Efforts will be made to fill the position as soon as possible. Anyone interested should contact Alice Schneider.

NOTE: Please respect the confidential nature of all discussions relative to parish financial information

Old Business

1. Preschool Development – Mark Dunkley

SVF School held an information night with a slideshow presentation and school tour on January 18th. Fifteen families attended the event. Thanks to Bill Mountel for advertising the information night on iHeart radio. Tuition will be \$5,400/year. Due to successful fundraising efforts, the building team will be able to use the “best” building option. The project will be totally self-funded without expense to the parish. A grant request has been submitted to the Marge Schott Foundation. Construction is still scheduled to begin in June.

2. Intentional Disciple Committee--Alice Schneider, Brian Caperton, Mark Dunkley

The newly formed subcommittee of PPC will spend time in formation reading and discussing the book *Forming Intentional Disciples* and *Rebuilt*. The books have been ordered and will be distributed once they arrive. A schedule for discussion will be determined.

Action Items

Item	Responsible Party	Status	Completion Date
Update PPC on preschool design, permitting, funding, tuition, enrollment, and planning	Mark Dunkley, Mikki Dunkley, Kim Roy	Open	Ongoing
Send recommendation for 2017 SVF Festival Coordinators to Alice Schneider	Members of Pastoral Parish Council	Complete	24 hours following meeting

Other Business

1. None

Commission Updates

1. Athletic Commission (AC) – Lisa Samson

a) Construction of the Concession stand in the gym is scheduled to start in the next few weeks. Joel Pence donated his service as the architectural consultant. Harry Childs will complete the project at a great savings. The Athletic Commission will cover the cost the remaining cost of the project.

b) Fish Fries will begin March 3 and continue for 6 weeks.

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- c) The 8th grade sports recognition may be combined with fish fries to increase school family attendance.
- d) The Athletic Commission plans to update the gym sponsorship board. Using a projector to show sponsors on the wall during sporting events is one option being considered. The projector could also be used during school events, bingo and other activities.

2. Education Commission – Kelly Kramer

- a) Preschool education night is planned for January 18th.
- b) The school plans to publish a monthly or quarterly (timing to be determined) newsletter to share information and updates. A printed version is in the bulletin for all parishioners.
- c) The school Open House is scheduled for Sunday January 29, 2017.
- d) We applied and were accepted into the Notre Dame University Latino Enrollment Institute for the summer of 2018. The Institute works with schools that have empty seats, favorable demographic potential, i.e., a growing number of Latino families in the surrounding area and motivated staff willing to attract and serve Latino students more effectively.
- e) We were able to combine our FORMED account with All Saints to keep the resource and obtain it at a cost savings . A new login code, **NM2RD4**, is being shared in the bulletin.
- f) Last year's changes made to confirmation preparation have been successful and well-received by the candidates.
- g) Brian Caperton is offering additional adult formation classes and will meet with PREP parents during Sunday PREP classes.

3. Festival – Jodi Kastner

- a) The 2017 festival is planned for September 23 and 24.
- b) Contracts for the rides have been signed. Jodi Kastner will set up the contracts for the stage and band.
- c) Festival, Grand Raffle Sales, Grand Raffle Party coordinators and captain(s) are needed for Bid N' Buy. Fr. Jaspers and Jodi Kastner will work together to fill the positions. Once Fr. completes the phone calls, additional requests for help will be sent out by Kelly Kramer and Brian Caperton as discussed in New Business, Festival Coordinators.

4. Parish Life – Chris Homan No report

5. Worship--Susan Aloisio No report

6. Stewardship – Susan Aloisio

- a) Stewardship Renewal – The committee continues to work on updating the parish ministry volunteer data base. Ministry leaders and chairpersons are asked to please complete phone calls and send revised lists to Josette Hudek in the parish office.

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- b) Stewardship Commission will be sponsoring a Parish Retreat May 5 & 6, 2017. Guest speakers Fr. Tom Wray and Leisa Anslinger will offer spiritual talks, group discussions, quiet reflection, worship, and fellowship. Everyone is invited.
- c) Susan Aloisio will be providing PPC members a copy of the 2015 Parish Survey with Catholic Stewardship Consultant's recommendations.

7. Building and Finance (B&F) –Denny Connor

Financials

- a) Cash position of parish is good at this time. The next check from One Faith, One Hope, One Love is expected in early Feb.
- b) Expenses are being kept down where possible.
- c) Projections for fiscal year-end are positive (surplus).
- d) If there are surplus funds at fiscal year end, B&F will consider putting some in savings with the Archdiocese, paying down loan principal, or some combination of both.
- e) End of year donations and December collections were good considering that the Christmas & New Year's holidays fell on Sundays.

Pre-School

- a) Pre-school is mainly full time, but could have some openings for part time depending on registrations.
- b) This program needs to be self-funding. Kathy will communicate this to Kim Roy.
- c) A decision to go with the pre-school will be based on enrollment and should be made in March.

2017-18 Tuition Recommendations

- a) Tuition: Pre-school full day: \$5,400; pre-school half-day: \$3,100; K-8 non-parishioner: \$5,400; K-8 parishioner: \$4,650.
- b) A \$525 active parishioner scholarship is available to reduce active parishioner SVF School tuition to those not receiving Ed Choice to \$4,125.
- c) Active parishioner scholarship form and amount was discussed and set.

Bingo

- a) The committee discussed Peter Bertoli's (Bingo coordinator) concerns as to whether the Bingo profit is worth the effort put into it. It is getting increasingly difficult to get volunteers every Sunday to run the bingo and make it profitable.
- b) Commission emphasized that Bingo money is needed to meet Parish revenue projections.

Building/Grounds

- a) All capital improvements planned in the budget are being completed within the budgeted amounts:
 - Rectory Furnace – installed, not yet billed
 - Church Portico Roof – completed and paid
 - Church Portico Painting – contracted
 - Church Boiler Roof – in process
 - Church & Parish Center Tuck Pointing has been contracted and will begin this week.

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- b) Additional maintenance: repairing the riding lawnmower and patching the small roof off gym. These are covered in parish maintenance budget.
- c) Athletics is renovating space off the gym to create a concession area. This project is funded entirely by Athletic Commission and Joel Pence's donated time and talent.

Other Business/Information

- a) B&F Constitution was approved by the committee and forwarded to Alice Schneider.
- b) Four parishioners (names from Stewardship Renewal commitment cards) are interested in serving on the B&F commission.
 - Bartley Jutze resigned from B&F due to work commitments
 - Kathy will discuss with Fr. Jaspers on next steps for more members
 - All agree that B&F could use up to 2 more members considering the building/grounds and finance/accounting experience currently on the committee.
- c) Fr. Jaspers will appoint the 2 new members when recommended by B&F.

8. Mustard Seed Committee--Jodi Kastner

- a) State of the Parish talks were given at all masses on December 3 and 4, 2017. A copy of the talk was mailed to each parishioner and is attached to the minutes as Attachment B.

Commission Action Items

Item	Responsible Party	Status	Completion Date
Provide copy of Worship Commission constitution to Alice Schneider	Susan Aloisio	Open	
Provide 2015 stewardship survey results, recommendations, action items, assignments, and due dates.	Susan Aloisio	Open	

A motion to adjourn the meeting was made by Toby Mattson and seconded by Kelly Kramer.

The business meeting was adjourned at 9:18 pm.

The next meeting will be Wednesday February 15, 2017 at 7:00 pm in Room B.