

St Joseph Parish Council Meeting Minutes

March 3, 2014

Frank called the meeting to order at 6:30P.M.

Roll call, present: Frank Vogl, Roland Breunig, Betty Stanek, Kelly Aleson, Dan Brantner, Jane Ogle, Marge Hollenberger.

Absent: David Aide, Cathy Raethz.

Also present: Father Dave, Mary Ann Ivey and Becky Eastman.

Father led us in prayer.

Dan Brantner gave us a report from the Building and Grounds Committee on the progress of the current projects. Entryway project not yet completed. Recommended not paying the total bill until all parts of the projects are complete. Concrete under the canopy needs replacing can't be done until spring there is some painting of the canopy that needs to be done. Becky suggested that the total project be completed before final payment is made, or a signed confirmation that the work will be completed if the payment is made before completion. Roland reported he is aware of what has to be done, before completion. He also reported that the 1 1/4 inch gap in the elevator is alright according to current building code so will not be changed. There also, was discussion about whether or not the elevator was heated. There was general agreement that that was not necessary. Roland said he has requested information on any projects that the Building and Grounds committee proposes in the future, along with the cost of said projects before the project is begun. Then the Council members will be able to answer questions that parishioners may have.

Father asked that the Building and Grounds committee submit a report pertaining to current projects that would contain all "Historic Data" regarding these projects. He wanted to be sure there would be a record for future Parish Councils as to why the projects were necessary, who decided that they needed to be done, how it was decided who would do the work and how payment would be handled.

There is one leak that needs to be fixed. It will be fixed either by the Building and Grounds committee or the Contractors. The key is to fix it without violating the terms of the warranty and thereby making the warranty invalid. It is thought that the dormers are leaking not the roof.

Roland gave us an overview of the financial statements we had received. The gain in investment is not as great as expected. We will receive a quarterly revenue update. Total revenue is ahead of the budget. Collections were 10% more than anticipated. Mary Ann told us property insurance is paid quarterly. Betty suggested that we be notified when various reports are ready, and we could pick them up personally at the office, instead of receiving them by mail. That should eliminate mailing costs. Dan questioned the St. Mary's rectory bill. Father stated we pay a percentage of rectory costs.

Marge reported on the review of the by-laws. The committee used the Bylaws entitled "Policies Relating to Parish Councils", that came from the Diocese. The date on that document is 9/16/14.

Several Items were mentioned and discussed.

1. First of all, the Parish Council is advisory to the Pastor. Therefore, the Pastor is central to deliberation and functioning of the Parish Council.
2. There are two lists of activities in which the Council may assist the Pastor. In the 2nd list item #2 was mentioned, and all Council members and others present were given a copy of the Parish Mission Statement.
3. Number 6 in that list states the Council should assist in helping with communication between Parish entities. The statement given to all present is to help emphasize this idea is: We need Communication, Cooperation, Consideration and Coordination to become a more Caring Congenial Congregation.

4. Next item mentioned was Council membership. Of the nine members of the Council 2/3 are to be elected by the members of the parish. One-third may be appointed by the Pastor if he so chooses. Since we elect 3 members each year, that would mean that the Pastor would appoint one member and the other two would be elected by the members of the Parish. If the Pastor is going to appoint 1 member of the Council, he will notify the Election Committee before they start to work on yearly election. The Election Committee will start in March or April to organize the election, to be held in June. The new terms for members will begin July 1st. There shall be a statement on the ballot that if two members are to be elected, the voters must vote for two people to make the ballot valid. The same applies if three are to be elected.
5. Officers of the Council shall be a Chairperson and a secretary. At the Pastor's request the Chairperson may assist in organizing the meetings. The Chairperson's name and phone # shall appear on the Sunday bulletin. Our parish already does this.
6. There was some discussion about having 2 youth members attend Council meetings. The general feeling seemed to be, that although they would not have voting rights, the Council would be very happy to hear about their activities. The RE Coordinator would be the logical person to suggest two students for this position.
7. The Council should meet at least 4 times a year, but meeting monthly is recommended. It would be a good idea to have an automatic reschedule date for the council meetings subject to the Pastor's schedule, if for any reason a meeting had to be cancelled. This would be a great help to the Council members.
8. The Council were given a St. Joseph Council Organization Chart, which indicates all committees of St Joseph Parish should make regular reports to the Council and report any planned activities before they occur. This assembling of information by the Council will be very helpful to Fr. Dave.

The Council indicated they would like the Bylaws Committee to draft a set of bylaws that contain the above mentioned items. The Committee members are Betty Stanek, Cathy Raethz, and Marge Hollenberger.

There was discussion of having an "Open House". The general feeling was that it could be combined with our Fall Festival. There will be a short informational meeting regarding our next Parish Dinner (Fall Festival) on March 17th at 6:30 PM.

Frank and Jane are the Selection Committee for the next Parish election.

There was discussion about money counters. Becky needs to know who is counting the collection money, as it is her responsibility to do back ground checks on all money counters. This is a directive from the Diocese. The safety of the Saturday collection is also a matter to be concerned about.

Roland stated the money counters should be connected to the Financial Committee. He will be willing to work with the money counters.

Spring cleanup for the Church is coming up. We will discuss this at the next Council meeting.

A suggestion was made that a letter be drafted to be sent to all committees of the Parish, regarding the clean up of all areas used for meetings and meals. This includes the dining hall, the kitchen and the board room and any room used for social or business gatherings. There have been reports of some of these areas being left in less than clean condition, and left overs not being removed.

The meeting adjourned at 8:45PM. Next meeting will be April 7th at 6:30PM.

Respectfully submitted, Margaret Hollenberger, Secretary.