

Parish Pastoral Council and Finance Council Joint Meeting Minutes

Thursday, September 20, 2018—6:30 p.m.

Pastoral Council in Attendance: Paul Trebiatowski, PPC Chair, Steve Halron, Gina Hafemeister, Fran Treder, Lois Florek, Rob Geck, Carissa Ridenour, Sharon Oberknieser. Missing: Jenn Fischer

Finance Council in Attendance: Scott Hoffman, FC Chair, Rick Panske, Jerry Stephens, Peter van Houwelingen, Sue Langenfeld, Kelly O'Keefe Tyriver.

Member of Both: Pastor--Fr Tom Long, Parochial Vicar--Fr Matthew Rappl, Trustee Norm Ruedinger. Excused: Ken Wolf.

Guest: Business Manager-Mark Lindekugel

Paul Trebiatowski, PPC Chair called the joint meeting of Parish Pastoral Council and Finance Council to order.

Prayer: Fr Tom offered a prayer. Fr Matthew read from the Gospel of Mark 9:30-37. Fr Tom led the group in the Litany of St. Raphael.

Parish Mission Statement: Paul, PPC Chair read the Parish Mission Statement. "As friends and followers of Jesus, we are devoted to fostering households and communities of faith through the mission and ministry of the Catholic Church."

Approval of Agenda: Paul asked for any additions or changes to the Agenda. None offered. Gina Hafemeister and Carissa Ridenour moved and seconded to approve the Agenda as is. Motion carried.

Introductions: Fr Tom had those in attendance introduce themselves. Fr Tom thanked the council members for their time, input and commitment.

Pastors Comments/Updates:

Fr Tom stated the purpose of Joint Meeting: "to discuss parish priorities and review the parish budget for the coming year." As priorities are identified, the Finance Council will take identified priorities under consideration in planning the upcoming budget.

Eric Rudd started the end of July as Coordinator of HS Faith Formation and Young Adult Ministry. Eric is off to a great start. For young adult ministry, his time is divided between the parish and community efforts.

Project Updates:

Fr Tom has updated the arrival time of Jesus from South Dakota. Tentative date is October 1. Dedication of Jesus at Table Sculpture is scheduled for Sunday, October 7, following the 11:00 a.m. Mass at approx 12:15 p.m. Father Doug is clearing his schedule to attend.

The outdoor message center/sign will be put into service the early part of October. Jerry Stephens is spearheading this project. Thank you, Jerry.

The finance committee approved the funds for repairing the manhole covers in the parking lot. Work should begin soon.

Parish Picture Directory is well on its way with 740 families having had their pictures taken. There is still time to get photos scheduled.

Review of 2017-2018 Fiscal Year Financial Status—Scott Hoffman, FC Chair

Financial Statements were handed out for review. Mark Lindekugel, Business Manager offered explanation of a line item “Restricted Donation Revenue.” Per the Diocese review, this is now reported as Revenue and recorded as an Expense when disbursed. These funds are from Special Collections as well as those designated for specific purposes.

Discussion of Financial Statements included the following comments:

- i. St. Raphael currently is in a time of growth, is there a plan in place where excess funds could be utilized in accordance with the Parish Mission Statement.
- ii. Should the budgeting process be from the top/down or bottom/up.
- iii. Finance Committee needs to know what Parish initiatives need funding.
- iv. Parish Pastoral Council work closely with Department Heads to determine needs for funding new or existing programs.

Action Item: Paul Trebiatowski, PPC Chair asked that a Leadership Meeting be placed on the calendar to determine what is needed to accomplish their goals and needs.

After some discussion, the following items will be taken back to the Finance Committee for consideration.

- i. For future statements show the YTD comparison from previous year.
- ii. Finance Committee designate funds for future and new initiatives.
- iii. Consider a Zero Balance Budget.

Parish Mission Planning—Collaboration with Oshkosh parishes and Lourdes—Capital Campaign-Fr Tom

Tentative Timeline-St. Raphael is in the 2nd phase of the Parish Mission Planning. Planning will start in the Spring of 2019 and the Capital Campaign in the Fall of 2019,

Pastors from the three Catholic Churches in Oshkosh will meet next week. Diocese is working on operational/feasibility study for Lourdes Elementary School.

Fr Tom stressed the importance of communication between the Parishes and Lourdes.

Discussion: Gina and Carissa discussed the over-crowding at the elementary level. An area of concern is for the 5th graders as they are attending with Middle School students. Not an ideal situation. When asked about the cost of a new elementary school, the original elementary school was over 11 million. That cost has been scaled back to 6-8 million, but some items were removed that most likely will be to be added at a later date.

Goal Setting—Paul Trebiatowski, PPC Chair

The following recommendations were determined:

- i. Have two to three individuals working closely with other parishes to effectively promote Alpha. Join forces rather than three parishes working individually.
- ii. Most Blessed Sacrament is ahead of the rest as they were in a pilot parish for Alpha.

- iii. Alpha is a three year plan. Year one and two introduces the Priests, staff and councils to Alpha. Year three is directed to reaching the parishioners. Namely those who no longer attend services. Father Tom and Deacon John –Alpha is a means to invite people back to the Church. Need to determine how?
- iv. Enlist those that have attended Alpha to become leaders for small groups—formation of people to grow in faith to help others grow
- v. Although St Raphael is scheduled for Phase 2, the need to start immediately should be considered as we have additional discussions with the other area parishes and Lourdes.
- vi. This fall the Hahn's are coming to speak at St Raphael, it was suggested as most of the parish has read numerous books from Matthew Kelly that he should be considered for a future speaker. Question arose on cost involved—if offered in collaboration with other parishes/community, a larger venue could be considered. Often when Matthew Kelly speaks, the event is sold out when in smaller venue.
- vii. In general, St Raphael's should encourage more collaborative efforts to support faith formation and Alpha. As a parish, identification of those willing to work collaboratively with other parishes to touch more people in the community.

Action Item: Fr Tom would like Finance Committee to work on various ways to encourage parishioners to remember the Church in their estate planning. Offer various ideas on how this can be done.

Motion was made by Norm Ruedinger and seconded by Lois Florek to close the meeting. Motion Carried.

Next Meetings:

Finance Council: Thursday, October 11 at 5:00 p.m.

Parish Pastoral Council: Thursday, October 11 at 7:00 p.m.

Both: Annual Parish Meeting: Thursday, November 1 at 7 p.m.

Respectfully Submitted,

Sue Langenfeld

Finance Council Secretary