



CHURCH OF THE REDEEMER

Roman Catholic Church

Meeting Minutes				
Date	Wednesday, September 23, 2026	Location	Room 10	
Start	7:00 p.m.	End	8:30 p.m.	
Organizer	Lola Edwards	Facilitator	Lola Edwards	
Attendees				
1.	Lola Edwards (Chair)			
2.	Fr. Jim			
3.	Mark Remick			
4.	Linda Kastelberg			
5.	Jeff Decker- Not in attendance			
6.	Tom Grasberger (Finance Council)			
7.	Richard Letter			
8.	Julia Crowder			
9.	Paulette Beasly			
10.	Tad Stilwell			
11.	Katie Stilwell (Staff Liaison)			
12.	Terry Cowl (Secretary)			
13.	James Imes			
14.	John Amoroso - Not in attendance			
15.	Aaron Winter			
16.	Riley Haskins (Youth Liaison)			
Preparation for Meeting				
Parish Mission Statement	Everyone will know that you are my disciples if you love one another. <i>John 13:35</i>			
Parish Vision Statement	Through the ministries of Word, Worship, Service, and Community, we strive to bring all people closer together and closer to God.			
Agenda				
Row	Topic	Presenter	Time	Notes
1.	Opening Prayer	Lola	5 minutes	
2.	Building Committee	Fr. Jim	10 minutes	Fr. Jim met with the committee and principal architect on Tuesday night. They will present the plan to the Diocese on Dec. 3 rd for the first round of approval. They will meet in two weeks with the Diocese Director of Development to



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				discuss the Capital Campaign. The Columbarium was approved.
3.	Pastor's Report	Fr. Jim	10 minutes	No report.
4.	Staff & Youth Liaison Update	Katie	10 minutes	- Riley participated as the youth liaison. She is a member of the LEAD Team (Lead Every Day as Disciples-Youth Council) which meets once a month. 45 youth members volunteered at the Haiti Yard Sale. - The envelope fundraiser which normally raises close to \$9K only raised \$3K this year. They attribute this to parishioners not being aware the fundraiser was occurring that weekend in the Genesis Commons area as the announcements were missed the weekend before. This fundraiser is important because it is used to cover their retreats. They are thinking of posting the remaining envelopes on the tag board in the Church commons. - We have 30 Confirmands. Confirmation is returning to Redeemer and is scheduled for March 10, 2027, which is during Lent. St. Anne's will be joining us. We have about 105 kids registered this year for RE, (5 non-Catholic youth) with registrations still coming in. The Sunday classes have more participation. Middle schoolers are participating more on Monday nights.
5.	Finance Report	Tom	10 minutes	- Tom explained that he usually reports on 3 areas: (i) Collections, (ii) Investments, and (iii) Other. Collections: We are currently over budget, which is a good thing as last month we were under budget. E-giving has significantly increased. It is almost as much as the envelopes. We will see if that trend continues. Investments: We withdrew \$190,000 in July to pay for the first batch of HVAC replacements, located in Genesis Hall and the kitchen. The remaining cost for



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				the equipment replacement will be rolled into the Capital Campaign. At the time of the withdrawal, we were at about \$1.662 million. After the withdrawal, we are at \$1.476 million in invested income. We are considering making changes to one of the fixed income funds. A question was raised about the liquidity of the new investment, and it was answered that we want liquidity of at least 6 months or less. For the last 3 years Fr. Jim has requested an end-of-year report on the health of the parish in words a layperson can easily understand on how finance works and how the parish is doing. The report has been written and approved and will be coming out soon.
6.	Stewardship Committee	Paulette	5 minutes	- They haven't met this month. - The Stewardship Fair is scheduled for Oct. 24. - Rise Against Hunger will be during Lent, which is a great youth volunteer opportunity.
7.	Parish Life Working Committees	Tad Lola	15 minutes	- Committee on Organizations and Activities -Tad The survey went to 28 non-ministerial committees or organizations, and we received 13 complete surveys (just under 50%). Fr. Jim wants to know who did not participate in the survey. See Action Item Section. - Tad will reach out to those who didn't submit a survey and will send the list to Fr. Jim. See Additional Action section. - Most of the ministries surveyed are comprised of individuals who are 40+. There are a couple ministries (Dovetails and American Heritage Girls), which have youth participants.



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				• Demographic Steering Committee -Lola shared data from the ministry surveys which indicates there is a gap in participation in the 19 to 40-year-old range. ○ The top challenge is media. ○ The communication and advertising methods are mainly through the parish newsletter, then the bulletin and the pulpit. ○ Several ministries did not have a mission statement. ○ Several ministries indicated they do not actively work on increasing membership ○ Needed Parish assistance is mainly for scheduling. ○ Scheduling Issue: There are certain groups who schedule a room for the whole year on certain dates, but they do not always use the room. Possible solutions are (i) if you schedule a room but do not use the room, you lose it; (ii) Limit scheduling to 90 days out. ○ A suggestion was made to have written guidelines (SOP) for scheduling, so staff are supported and can have ministries reference the guidelines when they do not agree. Announcements should include what is being represented. Flyer should go out two weeks ahead; pulpit announcement on the weekend. We need to revisit how many announcements and flyers each week. This information should be outlined in the Scheduling SOP. See Action Item Section. • The Demographic steering committee did not meet the last two months because they were waiting for the survey results. Going forward the Demographic Steering
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				Committee and the Organizations and Activities Committee will combine their efforts to address the demographic gaps we are seeing in our ministries. • The next non-official census should come out in January 2027. Lola will add those results to the Dashboard and reshare Q1 of 2027. • Welcoming Committee: See Notes from Kathy
8.	Commons Policy	All	5 minutes	• It is going to take some time to get people used to going back to the Genesis Hall area. • A diagram is needed for table placement so that we do not block the door. All tables should be located on the divider wall. Mark indicated he would work on this. See Action Item Section. • There was discussion about using a dry erase board or QR code to list who has a table in the Genesis Commons. • Coffee Ministry: 5:30 and 8:00 masses are in the back of Genesis Hall, but the 10:00 mass should be up on the tiled area in the Commons. Fr. Jim will speak with Amy at the 10:00 mass regarding coffee setup. See Action Item Section.
9.	Next Meeting	Lola	5 minutes	• Next Meeting is scheduled for 10/28/2026 • Retreat Scheduled for Saturday 10/24/2026. Fr. Jim will facilitate. More information to follow.
10.	Open Floor	All	10 minutes	• There was discussion regarding whether the Nursery will be staffed. As this time no, parents however can take their child to the nursery, and we can have Mass streamed there. Katie will work on getting the room set up. See Action Item Section. • Father has received feedback from parishioners regarding the volume of noise prior to Mass. It is not providing a prayerful environment. He will make an announcement at mass addressing the issue and asking for a moment of silence prior to



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				mass. The liturgy coordinator will announce a time of quiet and becoming ready for liturgy.
11.	Closing Prayer	Lola	5 minutes	

Additional Notes

Welcome Committee Update- Kathy Massino:

1. They are looking for 1-2 volunteers to coordinate the parishioners who will be hosting the “Welcome Center” for the 8 and 10 am masses. Bill and Jane Duffin have agreed to coordinate volunteers for the 5:30 mass. Once coordinators are identified for all masses, they will ask for volunteers on the yellow form.
2. They will have a table at the Stewardship Fair, which will take place after each Mass in Genesis Hall on the weekend of October 24/25.

The following are the committee chair, sub-committees, duties and TBD coordinators for the areas with ??’s

- **Kathy Massino** - Welcome Committee Chair
- **Amy Kusmin** - Note Taker
- **Paula Hill** - will collect New parishioner forms from the office with family names/dynamics put on a spread sheet to be sent to Denise, Debbie and Michelle
- **Denise Long** - Cookie Baker coordinator
- **Debbie Wilmoth** - Welcome Bag Filler- They are determining what goes in the bag.
- **Michelle VanHoesen** - Coordinator of Welcome Bag Deliveries
- **June Quisenberry** - Water, tissues, etc. for parishioners in need
- and coordinate bags to be used and returned for young children during mass
- **Bill & Jane Duffin** - 5:30 Welcome Center, Host Coordinators
- **TBD** - 8:00 Welcome Center, Host Coordinators
- **TBD** - 10 Welcome Center, Host Coordinators
- **Barbara Lucas** - Coordinate the ordering of Name Badges for Committee
- **TBD** Find the Welcome Center Desk, making sure it is okay with Fr. Jim (**Tammy Kelly** is working on this)
- **TBD** - Coordinate quarterly “New Member Receptions” after all Masses
- **Kathy Massino** - working with Shirley Husz on the Banner, Magnets, etc.

Action Items

1.	Tad will follow up with the ministries who did not complete the survey.
2.	Tad will send Fr. Jim the list of ministries who did not complete the survey.



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3.	Mark and Tad will work with Lori to review the schedule for Genesis Commons use. Mark to create a diagram for table setup. Eventually will work on a Scheduling SOP.
4.	Fr Jim will speak to Amy at the 10:00 mass regarding coffee setup.
5.	Katie will speak with Lori about sharing which tables will be set up in Genesis Hall so that Diane can include them in the weekly reminders.
6.	Katie will work on getting the Nursey setup so that parents can use the space during mass (e.g.: signage, t.v. to stream mass).