



# HOLY SPIRIT PARISH

2215 Windsor Avenue | Dubuque, IA 52001 | (563) 583-1709

**Pastoral Council Meeting Minutes**  
**January 27, 2025**  
**6:30 pm**  
**Multi-purpose Room at Sacred Heart Office**

Present: Fr. Steve Garner, Fr. Jeff Frieden, Ben Schroeder, Kate Heitz, Joe Heston, Jen Hayes, John Kruse, Jeff Jochum, Tim Scheller, Brooke Pfeiffer, Terry Pape, and Raegan Reid. Absent: Becky Seymour

6:30pm – Meeting began with prayer by Fr. Steve.

Pastoral Council minutes from 10-28-24 are in the process of being revised and will be emailed this week for approval.

**Pastor's Report** for January was presented and reviewed. Fr. Steve highlighted a few things from the report:

-Vitality Goals

**-Service to Others**—2<sup>nd</sup> on the 2<sup>nd</sup> program for 2025 is near completion. Our Giving Joy program for Christmas supplied about \$5,400 toward gifts for needy families. We also provided \$2,300 in additional assistance to around 30 families in the parish. And we offered assistance of about another \$1,500 individuals in need of emergency help.

**-Sense of Belonging**—Still no word on the completion of the Pictorial Directory. We are hoping sometime in February. We are pleased to have 2 individuals from the Marshallese community going through our OCIA program.

**-The Mass**—We offered an Advent Scripture Reflection based on the weekend Readings, Psalm and Gospel. The program was well attended and we may look at repeating the same type of offering during Lent.

Other happenings around the parish:

We have been promoting heavily the Disciple Maker Index survey and hope for another big push before the program survey concludes on Jan 9<sup>th</sup>

Mass attendance at Christmas was up slightly over last year. A special thanks to all who helped make the liturgies very special (ministers, church environment set up and tear down, and the many volunteers that assisted with a variety of things during the Advent and Christmas Seasons.

Thank you to those from our parish leadership team who were present at our December 15<sup>th</sup> Sunday Holy Hour and Night Prayer to adore Jesus and lift our parish up in prayer. We had a good turn-out for this event.

**Committee highlights** from their meeting minutes that were presented:

**-Faith Formation** —(January meeting minutes were not available at the time of the meeting and will be emailed out to the council later this week for review.)

**-Parish Life** —(January meeting minutes) It was agreed that we will have one food table this year for our OCIA reception and will include, meat & cheese tray, snacks and beverages. The Pictorial Directory will not be

available mid-January, and we will update you on the new date once we know more. Card program—different cards are printed and organized in Raegan's office. Hopefully we can start implementing this program once Fr. Steve talks to Liz (who will be coordinating and sending the cards out). Karen S is willing to assist with this program. It was discussed that we hand write addresses on envelopes to make it more personable. New Parishioner Gathering: Raegan will get an updated list (since August 2024) and we will discuss more at our February meeting.

**-Evangelization Committee**—(November meeting minutes) Reviewed *Framework for Adult Evangelization and Formation* program pages 5 and 6 "What is the Gospel". Discussed that we must personally encounter it and that it is difficult to give what you don't have. We shared some key moments when you have experienced the goodness of the Gospel and some ways that the Good News has transformed our life by providing hope, liberation, healing, meaning, truth, mercy, ect. Also discussed how we have shared the Good News with others as a parish leader, and how the Lord is calling us to make the "kerygma" (the center of all evangelizing activity and all efforts of the Church. New business: encouraging all parishioners to fill out the DMI survey. Update on College Care Packages: the team packed 7 boxes which will be mailed out on Dec 4<sup>th</sup>.

**-Liturgy Committee**—(No meeting minute to report)

**-Social Justice** – (January meeting minutes) Fr. Steve provided the committee with a spreadsheet for the proposed 2<sup>nd</sup> on the 2<sup>nd</sup> program for 2025. Committee agreed to what was proposed and committee will start working on providing media support for the program and organizations involved. Vince asked about Fair Trade products and Fr. Steve responded that due to lack of products sold and volunteers needed, Patti Jackson (who oversaw the program) recommended that we discontinue at this time and Fr. Steve agreed.

**-Finance**—Jeff Jochum reviewed with the council the P & L report, balance sheet and provided a revised budget for approval. A motion was made by John Kruse to approve and seconded by Terry Pape. All voted and the revised budget was approved. Fr. Steve had mentioned that we will be looking to hire a faith formation person either full-time or part-time (this position has been vacant ever since having to make necessary staff reductions to pay our HFCS assessment in 2020. Jeff shared that the revised budget does include about 30 hrs per week for this position. Jeff also shared that the parish is in pretty good shape at the moment--expenses are down and although Adult giving continues to decline, our offertory and unrestricted giving is up from the budgeted amount. We were able to take care of the water issue at Holy Ghost which amounted to about \$7,000.00. Additionally, we will be directing more funds toward building and grounds to be more proactive on our churches and campuses upkeep.

**-Holy Family Schools** – December Report to parish leadership was provided for committee members to review.

Fr. Steve then presented the committee with a DMI survey update for our parish. We achieved a response of 61.5% from our average weekend Mass attendance numbers. Congratulations to Raegan and her efforts to head up this project for the parish. Fr. Steve also presented the council with a letter to be sent out to our non-giving /non-participating parishioners. After reviewing the letter, Brooke Pfeiffer made a motion to approve, and the motion was seconded by John Kruse. The motion was put to a vote and approved. We will begin sending out the letter later this week.

The Council then moved on to review and discuss pages 7 & 8 (What Is Evangelization?) from the *Framework for Adult Evangelization and Formation*. We had a good discussion over some of our responses to the questions offered on page 8 of the booklet.

Closing prayer was offered by Fr. Steve and the meeting was adjourned.

Next Meeting: February 24, 2025