

Tri-Parish Pastoral Council Meeting Minutes

April 21st, 2026

6:30-8:00PM

St. Charles Andre Hall

Minutes recorded by Mackenzie Hewitt

Attendance: Fr. Jim (P), Fr. Ryan (P), Sr. Janeth (P), Magali Barajas (P)

Trustees: Mary Henningfield (P), Don Siehoff (P), Barb Bakshis (NP), Alison Pedone (P), Bob O'Neill (NP), John Gabaldo (NP)

Pastoral Council Members: Maddy Miller (P), Mackenzie Hewitt (P), Megan Cash (P), Julie Mermal (P), Michelle Pederson (P), Janna Tichenor (P), Joe Dedick (P), Holly Reesman (P), Laura Freeburn (NP)

Guests: Ben Robers and Jackie Schneider

Maddy Miller opened the meeting, prayer read by all, followed by spontaneous prayer by all.

Mission Statement read by all.

Approval of March minutes: approved with no edits

Introduction of members and prospective members

Standing Committee Reports:

(Reminder to Liaisons to inform their committee secretaries to send the approved meeting minutes to each parish so they can post them on their websites.)

Liaisons need to report only significant information that needs feedback from the Council.

***Send your minutes to Secretary (Mackenzie) so they can be sent out and viewed by PC members prior to our meeting

Worship/Liturgy liaison Michelle Pederson:

- Discussed a welcome event for Fr. Sergio (he comes June 16) and Fr. Timothy (Associate, comes July 1). Easter masses were well attended. Archdiocese Day of Reconciliation- 5000 people attended. June 14th- farewell mass, at Riverview Park, catered by Stowell's, volunteer sign up will be coming out soon

Human Concerns liaison Holly Reesman:

- There are many small groups under this committee, it is important all the categories get covered with the new priests
- Homebound communion- 3 more people added to their team, doing well and have a good amount of people
- Caring Connections- it would be nice to combine the groups that are all helping the elderly (Helping Hands) into one group so communication is more organized. This can maybe be discussed at the June meeting. There are a lot of volunteers for these groups.

Evangelization and Formation Liaison Megan Cash:

- First Communion mass April 26th and May 3rd. The Archdiocese is hosting the Catechetical Conference this August so catechists will be invited to attend.
- OCIA: End of OCIA celebration will not be possible this year, Ellie and Colleen think a new program would be helpful
- Come and See: Andre Hall April 22 at 6:30pm, St. Mary Heim Hall May 18 at 6:30pm, and St. Joseph Parish Center June 13 at 10:00am. Flyers are being put up on public bulletin boards, do not need to RSVP.
- Hispanic Ministry: Holy Week went well, confirmation preparation is going well. Working on a small altar for Corpus Christi (June 7). Cinco de Mayo celebration May 3
- Adoration Schedule: Pentecost Holy Hour May 23 at 7pm. BCS Holy Hour for grades 4-8 went well. For next school year, Fr. Ryan suggests a refresher leading up to Advent Confessions and Adoration teaching for 3rd & 4th grade, teaching leading up to First Reconciliation with Adoration, and a 15 minute teaching at Teacher Inservice every year would be beneficial to review and answer questions.
- Free pamphlets/materials: All donated materials should go to the office

Stewardship/Parish Life liaison Julie Mermal:

- Volunteer Appreciation Dinner
 - Good turnout, 200+ people, mostly elderly volunteers. People seemed to have a good time enjoying the food and music. Need to send a thank you to Tim and Renee Richter for donating their venue. Also a thank you to our food vendors. It was nice having a neutral space for everyone from the tri-parish to gather together. Will hopefully continue this in the future, hopefully led by Pastoral Council and whoever is the stewardship liaison. Is this something we should do every year, we can discuss this with Fr. Sergio in the future. Finances: can maybe look over the budget to see if it is something that can be continued. Part of the band was donated.
- **Mission Objectives and Personal Pledges- Retreat Review:**
 - Retreat is August 21-22, 2026. Invitations coming out soon. Ellie and Colleen will be helping develop content. Will be having a discussion with Fr. Sergio in the future to see if he has a topic of focus. A possible topic could be sanctification.

Trying to get a different angle of our mission statement. Looking for a few volunteers to help with running a few errands and coming a little early to help set up. Contact Julie if able to help.

Burlington Catholic School Board of Directors liaison Maddy Miller:

- 425-430 enrolled
- A few teachers are leaving, moving a teacher from 5k to 4k
- Have had multiple applicants for their Director of Development position
- Discussed expanding their board seats
- Bid for new bathrooms- going out beginning of the month
- Kringle fundraiser- raised about \$11,000
- Pizza night and celebrity bar- raised about \$1100-\$1200

Finance:

St. Charles liaison Laura Freeburn:

- The priest that will be replacing Fr. Ryan is Fr. Timothy Wysocki from Boulder, Colorado, Archdiocese of Denver.
- Wonderful Easter week for all the services and Masses. 16 candidates were welcomed into the church.
- The Appreciation Gathering on Sunday April 12th at The Landing was very positive. Over 200 people attended. Great food, relaxed atmosphere, everyone seemed to be enjoying the event. It would be nice to see this happen again. Perhaps not every year, but it should be repeated.
- Bob O'Neill said the part for the boiler has been ordered and is being shipped from overseas.
- There is a growing concern on how the parish will replace Mike Nice as chairman of Building & Grounds. He has expressed he will step down in the fall. While there are other committee members that do much of the work, none of them have expressed interest in taking over the duties as chairman. Fr. Jim has a person in mind, and is waiting to hear back from Mike on his thoughts. Barb will look into the costs and what services would be provided by a local property manager. There are three here in the Burlington area.
- BCS: Registration for next year is at 86%. 80 School Choice. St. Mary Grade School Campus bathroom remodel is out for bids. Had a meeting with Carol Shire of Wisconsin School Choice, regarding budget and reserve strategies.
- Finance Reports: The Balance Sheet & ending March 31, 2026 were accepted as submitted.
- Had a discussion on the difference between Cash Flow and Cash on Hand. Anna will work with Jami to produce reports that will help the council keep better track of the available cash for meeting monthly expenses.

St. Joseph liaison Janna Tichenor:

- Landscaping at cemetery and church
- Carpet will be replaced and floors refinished, new heaters in entryway
- Budget looks fine

St. Mary liaison Joe Dedick:

- Purchased 8' tables
- Stewardship remains strong, above budget, good position to be in
- Cash flow is still good for the next couple months
- Maintenance: concrete between rectory and church, roof repair
- Preliminary budget was preapproved

Hispanic Committee Report- Magali:

- Cinco de Mayo- getting ready and having a final meeting, lots of food and music, not doing the mexican bingo, still figuring out what to do with the rest of the prizes

Deanery Report (Michelle Pederson/Holly Reesman)

- Hosting the next Deanery meeting which is next week, St. Mary Heim Hall 6:30pm
- Do we have anything to bring up at the meeting?
 - Safeguarding
 - People who don't have computers may need mentors to help renew their courses. Could access the library to take the course, maybe the university resources (Gateway, WCTC)
 - All the parishes are going through the same issue of our elderly population wondering why they need to do the courses. The positive side of the training: what would you do if someone came to you with an issue? We need to make sure we are all on the same page on how to respond
 - Someone was asking if this training can also be used outside of the parish? Depends on the organization. Some agencies/organizations accept our training
 - Ellie is always willing to host a course if a group of people is looking for a class at one of our parishes

Catholic Community Events: (including Hispanic Community events)

-May 3: Cinco de Mayo, St. Charles

-June 7: St. Joseph Chicken Dinner

-June 14: Tri-parish Outdoor Mass (Riverside Park, 10am)

-June 14: Celebration of Service, following the Tri-Parish Outdoor Mass

Pastors' Comments -Fr. Jim:

- Congrats to Fr. Ryan for being a pastor at Oconomowoc, we are all going to miss him here
- Associate Pastor Fr. Tim Wysocki, July 1st term starts at the tri-parish. He's been ordained ~10 years
- It will be nice for Fr. Sergio to be coming to a tri-parish where he knows the people, parishes, and school
- Easter- wonderful services with great crowds, thank you to the musicians and people who clean the parishes
- 16 people in OCIA, 2 baptized, very happy with our numbers, thanks to Colleen and Fr. Ryan for coordinating
- Sue Vrzan- there was a celebration on Sunday to say thank you as our business manager. Anna is jumping in, still getting to know her position, transition was smooth thanks to Sue
- The Volunteer Appreciation Lunch was wonderful, so many people there. People expressed gratitude for the event. Fr. Jim would recommend doing it again in the future, maybe in 2-3 years. Julie expressed gratitude to Magali for help organizing the food
- Blue Jean Ball- great gathering, the puppy went for \$2900

Old Business:

- Celebration of Service for Fr. Jim and Fr. Ryan (Janna, if any updates)
 - June 14th after Outdoor Mass
 - Stowell's catering, pulled pork and chicken with sides, 2 cakes have been donated by one of the parishioners, the rest of expenses are covered by a generous donation. Spiewak family is doing the sound. Fait family providing resources and restrooms. Parishioners are stepping forward to help. Set up Saturday morning. Sunday morning for supplies to set up for mass. Looking for volunteers for buffet table, bartenders, ushers, clean up, and service for mass. Hoping for PC members to be there and being visible at the event. Planning to get a sign up sheet put out online after Mother's Day. Abby Galstad is coordinating music. Megan Cash inquired about music at the celebration as she won an Irish quartet folk band that she is happy to donate for the picnic part. Bring your own dessert to share. Fr. Ryan mentioned passing out any extra directories that could be passed out at the celebration
 - The next meeting to discuss the event is May 21st at 6:30 at St. Joseph
 - June 1st- meeting at the park to talk about logistics

- 2025-2026 Pastoral Council

3 openings to announce, one from each parish. Current members whose terms expire can be re-nominated for discernment. Announcements and ballots going out in March. Membership terms for next year's Pastoral Council start in July 2025.

Julie Mermal - Term ends June 2026

Maddy Miller - Term ends June 2026

Megan Cash - Term ends June 2026

Mackenzie Hewitt - 1 year remaining

Janna Tichenor - 1 year remaining

Michelle Pederson - 1 year remaining

Laura Freeburn - 2 years remaining

Joe Dedick - 2 years remaining

Holly Reesman - 2 years remaining

Julie is willing to renew her term if no one from St. Charles is interested. Mackenzie will reach back out to the people who did not respond and see if anyone else has any other people in mind.

Discussed the meetings and what the discernment process looks like, if needed.

Discussed how people can join a particular committee as a member- it is through time and talent, finance committees are more controlled, but the other groups you can join

New Business:

- **Event Requests:**

- None

- Explained to our guests the new process on how we approve the events in the tri-parish, the event guidelines we now uphold

Voice of the People: (opportunity for parish member input)

- Julie: How to welcome Fr. Sergio, there is nothing planned currently but we will wait until after July 1st until Fr. Tim is here. Fr. Reesman expressed that around Labor Day may be better for a reception after a mass so families have time to settle in from summer activities and plans. There will be an installation later on.
- Do Fr. Jim and Fr. Ryan need boxes or packing materials for moving

- Easter Sunday: gathering for Hispanic Community, around 80-100 people, Living Stations: had a good amount of people attend, more than last year

Next Meeting: Tuesday, May 19th, 2026 St. Mary Heim Hall

Need volunteer for Closing Prayer: Holly Reesman

Closing Prayer: Mackenzie Hewitt

Meeting Adjourned: Maddy Miller