

Tri-Parish Pastoral Council Meeting Minutes

May 19th, 2026

6:30-8:00PM

St. Mary Heim 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 (P)

Guests: none

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

Mission Statement read by all.

Approval of April minutes: approved with 3 edits

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:

- No meeting

Human Concerns liaison Holly Reesman:

- Holly met with Fr. Ryan and Jennifer Robson. Something to discuss at the June 2nd meeting- chairs at subcommittees can discuss if there is a way to condense all the branches under the subcommittees (ex:helping hands, homebound), going to see if every subcommittee can have one person at the meeting to represent

Evangelization and Formation Liaison Megan Cash:

- REP: Love Begins Here mission trip has 5 students heading to Slinger in June. In need of a male chaperone. A fall weekend camp is being offered for middle schoolers, November 7-8. Vacation Bible Camp registration has started
- OCIA: a new program may be helpful
- Come and See: Joe spoke at the meeting. One person interested in pursuing OCIA
- Hispanic Ministry: Confirmations will be on Pentecost Sunday. Sr. Janeth will be leaving the parish staff in June
- Adoration: BCS 8th grade retreat will include Adoration and Fr. Ryan reports that BCS is asking for more adoration opportunities
- Catholic Social Teaching: Human Concerns also covers this area and coordination is beneficial
- New idea: Features of our Faith. An idea for the committee could include having a new "feature" 2-3 times a year (possibly in bulletin). This could educate parishioners about some of the Catholic things we do that may raise some questions. For example: educating about Holy Water and explaining the purpose and why it is helpful

Stewardship/Parish Life liaison Julie Mermal:

- **Mission Objectives and Personal Pledges- Retreat Review:**
 - Preparing for retreat, Julie met with Ellie. Ellie suggested opening it up to the school staff and administration, maybe considering 4 key people from BCS, Cheryl, David, Jenny, and Tim Richter to see if they have input to create unity with the parishes. Could include Fr. Sergio and Fr. Tim in the planning process when they are both here
- Julie has a thank you card for Colleen for all her volunteer time she has given to the parishes
- Who gives the parish staff support? It's usually the responsibility of the pastor
- Handicap access: are there signs by our parishes in the parking lot, having a wheelchair sign so they can find the spot, can maybe use the vendor they used for the Landing. Many people have mentioned it is hard to get to St. Mary due to the handicap parking and getting inside.
- Safety and Security
 - It may be helpful to have someone (a safety liaison) who is knowledgeable to be in charge of security. It is nice to have ushers but they may not be able to also do security.
 - Keys: we have fobs now, St. Joseph is working on getting fobs
 - Used to have safety and security and environment disaster response, used to have walk-throughs with police and they knew all the buildings and were willing to do safety teachings. Council turnover can sometimes cause these issues to be overlooked or forgotten about
 - Might be worth finding someone interested in/spearheading a safety and security committee

- Jerry Liesemeier was trying to spearhead the safety and security in the past
- Can we get people together and narrow the scope on what is important in terms of safety and security and how we can fix specific issues
- Are ushers trained in safety/security? Unfortunately can have high usher turnover
- Some parents were coming in through a side door at St. Charles instead of going to the office to check in during the school day
- We could ask Jerry to come to a meeting to discuss safety weaknesses that need to be addressed
- Can we have a recognition of the volunteers to stand during mass (June 6th/7th)? In the past we have done it in different groups. Can do it during Pentecost weekend

Burlington Catholic School Board of Directors liaison Maddy Miller:

- Enrollment: looking good, aiming for 425
- Confirmed 2 new board members
- Track just started
- Spring concert last night
- Starting on the capital campaign, announced it through a letter in the mail
- Working on feasibility study for potential addition, cannot move forward until Facility and changes have been address

Finance:

St. Charles liaison Laura Freeburn:

- How to replace Mike Nice, the person Fr. Jim had in mind declined, if you have anyone in mind let Fr. Jim know. Rick Richter could be an idea. The volunteer position would involve keeping track of anything that needs to be repaired, overseeing contractors that need to come in. It is a very involved position and would be a liaison with the school
- Boiler: a part was ordered and sent from overseas
- St. Mary bathroom bids- hopefully will be discussed at the meeting tomorrow
- The house where the Sisters were living: an idea could be rent it out to priests who may need somewhere to live, will need some repairs
- Donations have been really good lately

St. Joseph liaison Janna Tichenor:

- Working on rekeying the buildings, the number of keys will be drastically limited due to security issues
- Renovations: touch up the vestibule, new carpet, refinishing stairs, baseboards, carpet cleaning, landscaping outside
- Chicken Dinner: June 7th
- Looking for new trustee, John is retiring from the position
- Budget was approved

St. Mary liaison Joe Dedick:

- A parishioner asked if the kneelers could be taken out

Hispanic Committee Report- Magali:

- Look at the bulletin from May 17th to see some big changes coming up

Deanery Report (Michelle Pederson/Holly Reesman)

- Catholic Charities: guests speaker Matthew Scott. The old arch building is being raised, going to be building a new one. Discussed all the things Catholic Charities can do for people. Volunteers are needed to keep these programs running. Contact Emily Taylor if you want to get involved. Discussed mental health help in Burlington, got many brochures about many different services available. The parish secretaries could have these brochures to point people in certain directions if needed
- ICE preparedness: what to expect from ICE and how to be prepared. Information through the Catholic Charities. Laura asked about an event in Milwaukee teaching how to get ICE kits ready
- Any ideas to be discussed at the next meeting (ACTION ITEM: Mackenzie to add "Questions for Archbishop" to agenda)
 - How to blend the Hispanic community with the parish and not be a separate entity
- Stopped doing the regional luncheons with the archdiocese, want to be brought back because it was a good way to get people talking together from each region

Catholic Community Events: (including Hispanic Community events)

-June 7: St. Joseph Chicken Dinner

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

-June 14: Celebration of Service for Fr. Jim, Fr. Ryan, and Sr. Janeth

Pastors' Comments -Fr. Jim:

- Trustees: needing someone to replace John, need someone to be nominated, parishioners can nominate others
- St. Charles: Bob O'Neill's term is up but willing to serve again if no one else is interested, it's a 2 year term

Old Business:

- Celebration of Service for Fr. Jim, Fr. Ryan, and Sr. Janeth (Janna, if any updates)
 - Meeting June 1st at the site to discuss logistics
 - The quartet had another obligation that day. Could see if they could come for the Welcoming Service for Fr. Sergio and Fr. Tim (when planning has begun)

New Business:

- **Event Requests:**
 - None

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

- We will discuss liaison assignments at the June meeting, Julie, Maddy, and Megan will come to the June meeting as their last one
- Kneelers for St. Mary front row, someone was wondering if they can have them
- Athletic Department for BCS: can we encourage the coaches to come to church on Sundays with their team

Next Meeting: Tuesday, June 16th, 2026 St. Joseph Parish Center

Need volunteer for Closing Prayer: Julie Mermal

Closing Prayer: Holly Reesman

Meeting Adjourned: Maddy Miller