Parish Pastoral Council Meeting Minutes
November 21st, 2023

Opening Prayer

Silent Roll Call

· *Parish Council:* Byron Albers, Kate Hemmelgarn, Stacie Enneking, Amy Bergman, Derek Spieles, Emilie Winner, Fr. Ken Schnipke

· *Standing Commissions:* Major Bernhold, Kay Schmiesing, Gina Frick, Ed Jutte

· *Visitors:*

Approval of Minutes

Stacie motioned to approve and Amy 2nd the motion to accept the September 2023 PPC meeting minutes.

Standing Commission Reports

Education Commission (Gina Frick)

Education K-12 (Jacob Kleinhenz)

· Wednesday Oct 25th: The 5th graders took a field trip to the Maria Stein Shrine on where they checked out the museum on the 2nd floor of the Shrine and also the relic chapel that contains a couple relics of the True Cross that Jesus died on.
· Sunday Oct 29th: The Confirmation retreat- went really well on at the Montezuma Spiritual Center. Dr John Wood led the retreat and all of the students and their parents were there for the whole afternoon.
· Ongoing: Currently, Deacon Ken, Deacon Roger and Jacob are leading the Confirmation interviews with each sophomore student.
· Wednesday Nov 8th: First Reconciliation was held

Youth Ministry (Stacie Lamm)

· October 15th Annual Pumpkin Memorial was held. Event was well attended
· First of four Youth Faith Fire nights and 2 Daring Disciples meetings were held. These are 7-12 grade religious education students small group discussion
· CYO basketball is in full swing with 3 teams- 1 girls, 2 boys
· December 10th youth 7-12 grade will be Christmas caroling from 2-4 pm
· Festival of trees/ Follow the Star
o Last year a "festival of trees" was held where trees by different area youth groups were decorated. The trees were on display and public could vote by donation for favorite tree and donations were given to youth group. 3-4 groups participated.
o Our youth group has again decorated a tree

o St Charles has incorporated the tree display into a larger event called “Follow the Star” taking place December 16-22. The event will have Stations of the Nativity, decorations, hay rides, model trains …

§ Favorite trees can be voted on during December 16-17- proceeds going back to youth groups

· Youth Adoration Night is scheduled for January 17th from 7:30-8:30pm

Commission

· Oktoberfest came and went

o Very good year with good weather for everyone

o Very successful year- while there were price increases with supplies, booth prices remained the same.

o We spent about 16 % more on supplies – also wanting to produce more to avoid running out too early.

o Still sold-out midafternoon Sunday but result as an increase in profits of 60%

o Recapping and documenting issues (less and getting better) and final booth updates for next year planned

Cemetery Board (Ed Jutte)

· The board formally welcomed Mike Schulze, our new cemetery superintendent, who will be taking over for Jim Hinker.

· As of September 30, 2023, current assets are $165,388.18. We received $3770 in dues, $1500 in lot sales and $2900 in the opening and closing of graves. The financials were approved by voice vote following motions by Keith and Scott.

· SUPERINTENDENT’S REPORT:

Jim delivered his last report prior to retirement. He noted that there are several trees that will need to be removed next year. We will need to secure estimates and add to the FY24/25 budget. Jim had service performed on the mowers to get them ready for spring. He thanked the present and past board members for all of their support over the years, and he presented the board with a card and generous donation.

· OLD BUSINESS:

Tuckpointing will begin at the Steineman chapel next week. Ed repaired the chapel door jam again, as some sort of animal has been chewing on it.

· NEW BUSINESS:

Jenni shared an update on the columbarium landscaping design. Parishioner Scot Kitzmiller drew up a design for the board to review and provide feedback (see attached). The design allows for future growth, as a second columbarium could be purchased and added as a mirror image on the opposite side. The board overall really liked the design and compiled a list of questions and follow ups for Scot, including the height of the seating wall, the use of crushed granite vs. mulch, adding concrete under the pavers, if the

entrance sidewalk will be concrete, and what type of guarantee there would be for the landscaping. Jenni will follow up with Scot on these questions and to get a detailed cost estimate for the project. Jacque also shared that Woehrmyer completed the certificate of liability, per the Archdiocese's request.

The board's submission for the Loretta Herkenhoff Charitable Trust is completed and mailed out. Jenni made the minor revisions from the last meeting, and Janice signed the final copy and mailed it out.

Cindy Wuebker shared from the Ministry Fair that Heath Hegemann is interested in joining the Cemetery Board. Jacque let him know that we will have a couple of board positions coming open on the board next summer.

Mike shared that he reached out to Todd Clune, and we are currently paying him $22/cubic foot. Mike expressed an interest to take on this work, and the board agreed to pay him directly instead if he's able to take that on.

Mission Commission (Kay Schmiesing)

- Cut out angels for the trees at previous meeting
- 13 families are having gifts bought for them
- No meeting in December
- Making Christmas baskets to give to folks who are age 90 and older and are at home, and also those who are disables. There are approximately 27-35 baskets.
- All cookbooks are sold

Finance Commission (Major Bernhold)

I. Business Items from previous meeting

- Status of the Organ:
  - Organ completed and the final payment of $25.9k (less 15% late completion penalty) was sent on Sept. 25.
- Security protocols - Parish Council estimate cost of $45k
  - Parish Council to discuss at their Dec 7 meeting.
- Archdiocesan annual report and bulletin insert submitted.

II. Business items occurring since previous meeting

- Sacristy window repairs approved via email, up to $20k. No timeline provided.

III. Capital Expenditures in Discussion or in Progress

- Wellman Tuckpointing at the Parish Center
  - The Parish Center was completed and a check was sent on Sep 27.
  - The Cemetery Chapel to be completed before winter (est. $15k)
- Cemetery Columbarium - no update
  - $22k for a 64 niche from Nickol - contract executed

- Ordered with a late spring or early summer arrival
  - $8k foundation from Woehrmyer - contract executed
  - Landscaping - research still in process
- Cemetery asphalt drainage and drive ($33k estimated cost)
  - Buehler completed and payment was sent Oct 3.
- Church lighting project approved for up to $64k
  - Buschur Electric contract executed and lighting has been ordered but is delayed.
  - No timeframe for completion.
- Rear Church speakers
  - Low Voltage ($1500); 50% down payment mailed 9/22

IV. High-level view of balance sheet

- Balance sheet has $1.2 million of assets. We have a little over $420,000 of capital expenditures budgeted for this year. Even though something is budgeted, it is not approved. If certain projects are pushed out in time, that is okay.

PPC Committees

Parish Ministry Committee (Jeff Stammen)

- Had Ministry Fair, was well attended
- Had 76 forms filled in with ministry interest
- Went through all donuts, cookies, and drinks. Less people on Saturday
- Went well:
  - Raffle, forms were well done and right size, Fr. Schnipke's plug at the end of church was good, ministry booths had good setups, went through all coffee/donts, kids coloring table and table for food were great
- Improvements:
  - In September when weather is nicer, highlight ministry in bulletin each week, signage at every door, table at doorway for less conjestion, date earlier so there's more time to plan, see if any other family parishes would like to be involved/maybe have a larger one, place to store documents online for year after year
- Lots of people interested in soup kitchen but no one is overseeing it, and lots of interest in Lenten soup and stations, Adoration had 5 or 6 signups

EAP/ASP Committee (Steve Gruber)

- Ted and Steve met with police officer. Went over presentation they did for a couple other groups in town and gave suggestions about what was appropriate for churches. Very accommodating, will be good to work with. Goal is to do this summer of next year.
  - Next steps: tentative dates and target audience for the training.
- Have 1 general, non-graphic video for the whole parish for a worst case scenario
- Ted and Steve attending Finance meeting to discuss physical security such as locks, etc., for church

Beacons of Light Visioning Update (Steve Gruber)

o Detailed Visioning Statement created with 7 foundational ideas:
§ Rooted in Eucharist & Sacraments; Inviting Community; Cultivating Faith; Knowing, Loving and Serving God; Joyfully Radiating the Light of Christ; Love, Compassion, and Example; and Journey Towards Heaven.
o Additional detail of each provided in a separate handout.

Elections Committee (Kate Hemmelgarn)

o Elections coming up soon

Old Business

Book on the Eucharist

· Ordered 500 books "Beautiful Eurcharist" the Adoration team will pass them out at the entrances
· Ordered 250 of "Jesus and Jewish Roots of Eucharist" passing them out around Lent
· Open to book studies for each book, add it as a bookmark in the books
· It's in the budget every year, so would good to have someone lead this initiative every year
· Bishop Robert Barron video series is also still available until the end of the year

New Business

Carpet replacement

· Leslie sent an email after September meeting about the potential to replace all carpet in church. This was for next year. Has not been brought up to Finance Council yet.

Christmas party

· Cindy and Leslie are proposing something in the rectory basement after a mass on Saturday instead of during the week going to a local restaurant. Discussed maybe January 6 after mass. Everyone at PPC meetings is invited along with staff, but does not include spouses.

October 17th Meeting Review

· Passed out Byron's notes from the meeting on the 17th.
· Talked about:
o Why are we doing this?
o How are we doing this?
o The move to families of Parishes
o 6 Planning Principles for Beacons
o Why are we forming Family Pastoral Councils?
o Guidelines and Pillars for Pastoral Councils
o 3 Key Responsibilities for Pastoral Councils
o History of the Archdiocese and its population
o Canon Law
o Do's and Don'ts of a Pastoral Council

o Combination of Parishes Q&A's

· **November 9th Meeting Review – Combined Parish Pastoral Council**

o Visioning Process

§ Visioning Team created 6 Principles on their retreat

§ Put together a vision statement, foundational ideas, and how the vision statement guides us in our principles. For each principle, there is an impact statement and goals for how to achieve the principle.

o Christ Our Light Updates

§ Branding committee

§ Feast day is Presentation of the Lord Feb 2nd

o Process Going Forward

§ Looking at all options for the Beacons of Light

§ Formed a Unified PC Bylaws Committee

· Reviewing a Christ Our Light Constitution and making recommendations for change

· Look at how it relates to all the existing Constitutions and Bylaws

· First meeting Nov. 30th

Father Ken's Comments

· The key to having a smooth process for Christ Our Light is openness and honesty across churches and staff and trusting one another. From Father Ken, "God was here long before I came, and He'll be here long after."

· The goal for our parish and Christ Our Light is to be open with all our people and to take our time. Fr. Ken has 30 years of experience as a pastor and feels this is the best approach for us, rather than trying to change quickly.

· In the next 3-5 years, most families will lose another priest, and then after that, it will mostly level off. By having a well-organized, easy-to-manage parish, it will help future pastors to be able to manage our large parish family. This will also prevent the need to make a lot of changes when they first arrive at our parish, which will ensure a more smooth transition for everyone in the future.

· An initiative is underway to establish a vocation committee, to help identify how we can bring more men into the priesthood. It will help us know how to ask and encourage young men to discern this vocation.

Next Meeting Date: 1/16/24, 7:00pm

Closing Prayer

Adjournment

Executive Session

Discuss Christ Our Light Pastoral Council representation (Prep for 11/30 meeting)

Approval: _____

Chairperson, Byron Albers Date

Secretary, Emilie Winner Date