

**St. Andrew/St. Mary/St. Theresa
Pastoral Council Monthly Minutes
May 23, 2023 at St. Theresa's**

Opening Prayer: Father Dominic

Attendance: Randy Clark, Jeff Bauer, Terry Bauer, Nancy Bogenschneider, Cindy Bowe, Neil Burns, Michele Burns, Katie Feucht, Tracy Nadolski, Matthew Schellinger, John Schuller, Nathan Waas, Joan Wiese, Tami Vodak, , Pat Priest, and Father Dominic.

Guests: Kim Cinnamon, Kevin Knoll, Karen Bodden, and Gerene Schnitzler.

Review/Approval: The April Pastoral Council minutes. Pat suggested one change, and then a motion to approve was made by Neil Burns, and seconded by Cindy Bowe. The group approved.

Open Forum: The four guests were welcomed, and they are all nominees to join the pastoral council. Hopefully, being in attendance at this meeting, will help them to determine their decision.

Committee Updates:

St. Mary's Advisory School Commission- Per Katie Feucht:

Open Floor/Guests/New Business:

- Diane Kempke announced that she will be resigning from her position as the Childcare Director effective June 2, 2023. She will remain on staff as the 3K teacher during the school year.

- Dock Spiders Family Day will be held on Sunday, June 25th .

- o We are reserving the 1st Base Pre-Game Picnic Area – this includes AYCE buffet, games and a children's play area.

- o Home & School will pay admission for students (childcare, school and new 2023-2024 families) and their immediate family (parents/sibling) that attend. (Pricing is \$28 for adults and \$23 for children 12 and under. Children under 2 are free if they don't need a seat and don't have food.)

- o Info and sign-up sheets will be out Friday or Monday.

- o We need to collect payment at office, then send one payment to Dock Spiders. Payment needs to be received by them by June 12

- o Deposit of \$100 for our group has been paid.

- o We discussed doing a 50/50 raffle at this game

- If we have 50 adults that attend the game with our group, we will be eligible to do the 50/50 fundraiser. We will need to bring supplies for this.

- Mandatory Parent Meeting at start of next school year

- o After Unpack Your Backpack on Wednesday, Aug. 23.

- o Topics to include (but not limited to):

- Morning drop-off times (addressing tardiness)

- Safe Environment Training

- Birthday celebrations for students

- Scrip information – how it works for families and for school

- Field trip policies

- New hot lunch schedule for 2023-2024

- ** Please let us know if there are any topics that you would like us to consider bringing up at this meeting. **

- Suggestion was made to make this more of an event versus a meeting.

- Scavenger Hunt: we would have veteran families man a station for each topic to be available to discuss with families as they come through. This would encourage discussion and is an opportunity for new families to get to know our current families.

- Book Fair: we discussed options for book fair through Scholastic. Minimum sales for table-top book fair is \$1400. If we think we would be able to achieve this, we could have this available during the Unpack Your Backpack/Parent Meeting.

- o Another suggestion was having a book fair during VIP day so that grandparents, etc. would have the opportunity to purchase books/items for the kids too.

- o If we purchased Scholastic gift cards for teachers to use that day, would purchases made with these cards go towards our sales total? Danielle W. is waiting to hear back with more info about this.

- End of Year Field Day

- o Thursday, May 25 from 10:00 – 11:30 am

- There will be stations set up outside for kids to do. Some suggestions:

- Tattoo station

- Bubbles

- Sidewalk chalk obstacle course

- 3-legged race

- Bouncy house

- Suggestions are welcome.

- If you are able to help that morning, please contact Danielle W.

- Tuition increase for 2024-2025

- o In previous meetings, an increase was discussed. It has been decided there will be a slight tuition increase for the 2024-2025 school year. More information will be available as details are finalized.

- Hot Lunch Program

- o 2023-2024 school year – hot lunch will be offered Monday – Thursday. Fridays will be cold lunch only. This decision was made in order to keep our payroll for this program down.

- Home & School Dues

- o It was decided that we will not be bringing back Home & School Dues for our families at this time.

- Teacher Wish Lists

- o Home & School has requested that our teachers / staff have a Wish List available for the next school year. This will be handy for families and for events such as Teacher Appreciation Week.

- GFL Trash collection

- o After discussion with parish office/Father Joe, it was decided to change pickup to 1x every other week, as opposed to once each week. This will save us about \$300 per month. We will re-evaluate in 4 months to see if EOE is still ok for us.

- Home & School Committees for 2023-2024

- o We will have sign-up sheets at Unpack Your Backpack – hope to have current H&S members there to give info to new families

- o Budgets will be available for 2023-2024 committees/events. These will be approximate numbers.

- First Aid/CPR Training

- o All teachers, office staff and childcare staff will attend First Aid / CPR training on Monday, August 21. Training will be done by Mayville EMS.

- School Garden

- o Danielle Clark came to school a couple weeks ago and got a garden started with our students. They will do the watering and upkeep until the end of the school year. The childcare kids can help with this over the summer as well.

Old Business

- Annual Fund update – Mary Yauck

- o Donation amount update: \$19,060 as of 5.9.23

- o Mailing list that was used for original mailing will need to be updated. There are some alumni that were not included on list. We need to figure out how these parents/alumni/parishioners were omitted and update the lists.

- o Discussion: Where will this money go until ready for use?

- This money from the 2022-2023 Annual Fund drive will be kept apart from other donations made to the school. This will be put aside and used for expansion of the school.

- What to do with donations from the 2023-2024 Annual Fund drive is TBD.

- Enrollment update for 2023-2024 school year: (Total 60 enrolled as of 5.9.23)

- o 3K – 16

- o 4K – 13

- o 5K – 9

- o 1 st – 10

- o 2 nd – 8

- o 3 rd – 4

- Open positions at school and parish

- o 5K teacher to start 2023-2024 school year: Ads in placed with Archdiocese and WeCan.

- o 4K Aide – PT mornings only

- o Childcare teachers – PT positions

- School Advisory / Home & School meetings for 2023-2024 school year

- o 4x per year

- Tuesday, 9/12

- Tuesday, 11/14

- Tuesday, 2/13

- Tuesday, 4/9

- Additional meetings will be held as needed.

- Some additional meetings may be done by email communication

Fundraisers

- Scrip update o 2022-2023 YTD sales: \$133,000.00 (May – present)

- \$14,300 of this is online sales.

- We will keep these annual fundraisers

- o Don Ramon Eating for Education (owner and manager have expressed interest in doing more than one per year for us)

- o Cribbage Tournament – February

o Rummage Sale – June

o Annual Fund – year-round, mailing in October/November

▪ Some suggestions for new fundraisers next year

- Golf Outing – Billy Hurst is heading this idea up, he is looking at Oct. 1st
- Bowling event at King Pin Bowl in West Bend – more lanes, space for raffles, eating and gathering
- Cookbook (to benefit the hot lunch program)

o Danielle W. is looking into options for getting this put together. We would ask families/staff/parishioners for recipes.

Christian Formation/Education- Per Joan Wiese:

Our newest DRE is Nicole Glogovsky. I haven't met with her personally, but we've sent some e-mails back and forth. She is finishing up her commitment to the Mayville School District and is poised to begin her DRE position after June 2. Registration forms for the 2023/2024 Religious Education year have gone out to parents. The last e-mail from Nicole advised she has not yet set a calendar with dates/times of CCD for the 2023/2024 Religious Ed year.

Update Grades K-4:

All classes are complete for the 2022/2023 Religious Education year.

Update 2nd Grade Sacraments: Classes for the second grade are complete. I met with Jessie Janssen, she has completed the parish records for each of the students who received First Reconciliation and First Eucharist. She found that the records were not completed for the 2021/2022 year, so she went back, found the students who received their sacraments last year and created the parish records.

Update Grades 5-10:

All classes are complete for the 2022/2023 Religious Education year.

Update Grade 11 – Confirmation

Confirmation was held at St. Mary's on May 17th. I did ask our new DRE to look into the parish records for the Sacrament of Confirmation from 2021/2022. If the other sacraments were not completed, there is a chance last year's records are also incomplete.

Youth Leader- Per Matthew Schellinger:

The question remains as to what the Youth Leadership program will look like. The vision is that they want youth to have a place to go, to meet, etc. This will focus on young adults ages 18-26.

Danielle may have a list of parishioners in this age group, and invites could be sent. More people are needed to be involved. Matthew will speak to Danielle, and this will be further discussed at our next meeting.

Spiritual Life & Worship- Per John Schuller, he stated that the Pentecost celebration is 5/28. Father stated that many people in the parish have helped to make the Easter celebration, Confirmation, etc. go beautifully. He is most appreciative.

Finance Councils (Includes Buildings & Grounds)

St. Mary's – Per Nancy Bogenschneider:

1. April financials were not available.
2. The 2023/24 budget has been completed and approved. A summary will be made available to all parishioners in a future bulletin.
3. Projects that remain to be completed include the following:
 - a. Church bathroom upgrades are completed except for installing baby changing table.
 - b. Lighting for Church statues – Jeff. Will be a winter project.
4. Cleaning and updates to rectory offices – Rick will investigate adding small water heater to both buildings. On hold.
5. Mary Jo recommended that at a minimum, the office bathroom be repaired and painted. (On hold pending consolidation decision) Dave and Rick
6. Projects that will need to be considered in the future include
 - a. Refinishing or replacing church pews. Quote from Gunder to replace \$96K, refurbish \$66K or refurbish pews/replace kneelers \$78K. Included in capital campaign. Andy highly recommended that we keep the Church open if we go ahead with the project
 - b. Repairing concrete cracks around the school and church. Received quote from Hechimovich Masonry. Waiting for work to start in spring.
 - c. Repair/replace office roof due to wind damage. Jeff replaced shingles, but noted roof was in poor shape. Two quotes with Skyline at \$13,800. Will put on hold pending facility expansion direction.
 - d. New chair and table for Fr. Joe in Church – Jeff looking into refurbishing
 - e. Repair of parking lots in 2023 – Rick getting quotes
 - f. Water leakage around school foundation (monitor)– Jeff and Rick
 - g. Keyless entry for school entrances – Mary and Jeff recommending upgrades to two main doors and gym door at this time. Quote needs to be updated to reflect this.
 - h. Father Joe would like to have a handicap ramp added to the Rectory – Jeff (on hold)
 - i. Need to replace two furnaces in Church due to cracked heat exchanger. Sure-Fire has completed project.
7. Deb Helmbrecht has volunteered to submit paperwork to the gaming commission. A survey will be sent out on May 29th to determine interest in getting volunteers.
8. Mary did comment on this at the October meeting. She would like to offer classes through 6th grade and find space for daycare. Three rooms to split up infants, toddlers and preschoolers in about 2500 to 3000 SF of space. Religious education, administrative and parish center needs also should be considered, along with traffic flow. Excel Engineering will be asked to provide some high level conceptual options. Contract signed and Excel will have preliminary work done by June 6th.
9. Mary Jo would like to see a take and return library book station placed in Church, and Father Joe would like to have a security fence in the hallway when the gym is being used during school hours by outside groups (i.e. funeral lunch).
10. New business – It was approved to have a St. Vincent de Paul drop box located in the upper Church parking lot. Father Joe would like to have more discussion on Church security during masses. (locking doors, security cameras, etc.)

St. Andrew's- Per Terry Bauer:

- Financial information – The financial statements through 3/31/2023 were reviewed. We reviewed the budget sent by Tracy. We updated the budget with some adjustments. Tracy will present at the next Pastoral Council meeting.
- The committee agreed to give \$700 each to the non-profits suggested by the Pastoral Council. They are Mayville Food Pantry, Trinity Community Center (food pantry on Hwy P), Lomira Food Pantry, Light Ministries (they work with mental health issues website: www.lightministries.us) and Honduras Well Projects (website: www.hondurawellprojects.org).
- Capital campaign - The information sent to the Archdiocese listed our items as “Building Repairs & Renovations. Fr. Joe was looking for four volunteers to assist with the campaign. Terry will check with him to see what is involved.

Pending or Completed items since last meeting:

1. Pending - Judy B suggested we look into tiling the wall in the kitchen by the coffee pots and also the wall under the serving counter for easier cleanup. As a less costly option, we have decided to paint it with washable paint.
2. Pending – In Spring, Greg H will caulk the parish hall gutter that is currently leaking and causing ice.
3. Pending – Church carpeting will be scheduled to be cleaned in May or early June. The last time it was cleaned was 2016 by Flyway Carpet Cleaning. Update: The carpet is set to be cleaned on Thursday, June 8th.
4. Pending – Mike from Bat Specialists will send a quote for closing up any openings that allow the bats to enter.
5. Pending - Snow removal for next year. This will be a paid position at \$25/hour that covers the sidewalks (church, rectory, and hall) and the area in front of the rectory garage. The parking lots are taken care of by Waas. Judy Rose has found someone who is interested. We will make sure that he understands what needs to be done and the timing and then get it set up for next fall.
6. Pending - Greg K will take care of moving the large chest freezer from the rectory basement to the garage. The small freezer in the hall will be moved to the rectory for Fr. Joe to use.
7. Pending - The downspout on the southeast side of the church was separated which allowed water to cause brick damage. The downspout was fixed by Greg K and Brian Waas. A representative from Holton Bros examined the damage on Monday, April 17th and gave the following estimate .
 - o We accepted the estimate of \$4,715 plus \$1,000 for the lift. Work will be done late May or early June pending Holton Bros schedule. He reported that the rest of the brick work is in fine shape.
8. Pending - Greg H will contact matt at Great Lakes Roofing regarding our dissatisfaction with the blacktop repair job they did last Fall.
9. Pending - Terry received an estimate of approximately \$15,000 for replacing the sound system in church. There should not be any damage to the pillars. Terry will check on whether we can replace the earpiece sooner.

New Business:

1. Debbie and Greg K will do some landscaping around the Sacred Heart statue so the lawn mowers do not hit the spotlight.
2. The wall in the East vestibule is showing some bubbling. Greg K will contact MSI to have them check it out.
3. A parishioner had some paint that we could possibly use in the bathroom. Sue will check on the color to see if it works.
4. Completed –the stumps were ground down for the trees that had been removed. The company did a great job of laying down dirt and seeding it.

Five Year Plan: (to be submitted to the Archdiocese by April 5th with cost estimates) We determined some rough estimates for the work that needs to be completed but need clarification on what items can be submitted for the upcoming Archdiocese Capital Campaign.

1. Concrete work - front, sidewalk on the south side of the church, steps from both the priest's sacristy and the server's side, possible prayer area off the southeast side of the parish hall. - \$70,000
2. Rectory updates – flooring, furniture, window coverings - \$15,000
3. Electrical updates in church - \$100,000
4. Ramp repairs - \$30,000
5. Church & parish hall signage
6. St. Mary school support

Upcoming Projects

- ✓ Spring project: Cornerstone – Greg H will work with Don Hilgendorf.
- ✓ Painting in parish hall.

St. Theresa's- Per Cindy Bowe

The budget was completed. Charities were approved. There was discussion about St. Theresa's 175th Anniversary, and one parishioner is contemplating heading the committee.

Human Concerns- No report this month.

Stewardship- No report.

Scholarship- Per Tracy Nadolski;

The committee is working with Father to finalize. This year 3 students, one from each parish, will receive a \$500 scholarship. Hopefully, next year there will be more money in the fund.

Generations of Life- Per Joan Wiese:

A discussion was had regarding the "identity" of the group. Per Fr. Joe, this group needs to maintain its identity as a Catholic group – with a Catholic committee. The activities planned are open to seniors among our three parishes and this group invites all senior Christians to participate.

Joan will work with Danielle Wiedmeyer to add a Senior Tab to the St. Andrew/St.Mary/St. Theresa website. Also, adding our group Director with contact information to the Parish Bulletin.

Possible fundraiser options were discussed. Fr. Joe brought in a sample pen and order information. It was agreed to order a small quantity for re-sale, with funds going toward activities for this group. All possible fundraiser ideas should be brought to the Committee for review/acceptance.

The results of our two week survey of all three parishes were discussed. 29 surveys were turned in. The overwhelming majority felt monthly activities were sufficient. This may change as we evolve. Some new and exciting activities were received from our survey. As this group grows, we believe many of the ideas will become part of our "rotation" of events. The two largest age categories returning surveys were: 60-65 yrs. - 10 people and 71-75 yrs. - 14 people. All of the age categories in the survey were represented in the replies.

Bussing prices were discussed and tabled for a later date.

Some donations have been made to our group account, which now has a \$ 300.00 balance.

The first official event planned for our group will be BINGO/with Social Time. June 7th is the date, with the location being St. Andrew Hall, LeRoy, from 2-4 pm. **All Seniors are invited to the FREE event.**

Joan will contact "The Meeting Place" in Mayville inquiring of available dates for a July, afternoon event. Tentative dates are July 10th or July 12th. We may be able to schedule two events in the month of August.

We were happy to add some new committee members since our initial meeting. The committee now has 10 member, plus Fr. Joe. It was agreed this group is a good representation of all three parishes.

Old Business:

1. Terry Bauer brought a card for all to sign, for Julie Spittel's family.
2. Tami Vodak updated the group on the Parish Directory. Progress is being made. A group is starting to proof it. There already have been mistakes noted. There is no end date set as it may take time to make corrections. (correct photos with correct names, etc.)
3. Parish Council and Trustee Nominations:

St. Mary's needs one trustee, St. Andrew's needs one trustee, and St. Theresa's needs one trustee and two council members. Randy had sent out an excel spreadsheet of all the people nominated. Some have accepted, some declined, and some are considering the positions. All are invited to attend council meetings to help make their decisions.

In June, there will be voting, and then discernment. The Chairperson and Secretary positions also need to be voted on. The Youth Leader position also needs to be considered. Trustees automatically become members of the Finance/Building and Grounds Committee for their parish.

4. John Schuller had a parking sign made for Father Joe's parking space at St. Mary's . Someone else will install it.
5. The Cornerstone awards for each parish were voted on at tonight's meeting. The parishioners voted on will receive their awards in late summer/fall. Announcements of the recipients will be made at that time.

New Business:

1. Nicole Glogovsky is the new DRE, and Tamela Bath is the new parish secretary. Both are great assets to the parish. Father Dominic recognized and thanked Nancy Bogenschneider for all of her assistance.

2. New "summer" mass times will be 4:30pm Saturday in Mayville, 7:45am in LeRoy, 9:15am in Theresa, and 10:45am in Mayville starting June 3rd and 4th. There was discussion wondering if anyone does a head count to see how many people attend each mass. It was an observation that the late mass at St. Mary's in Mayville is not very well attended. The thought was that the ushers could do a head count. It was also recommended that mass times be published in the Dodge County Pioneer newspaper.

3. The " Emergency Response Group" discussion was brought up by John Schuller last month. He had seen this noted in a bulletin at a church up north. There could be communication with local Fire Departments, that when there are fires, tornadoes, floods, etc. in the local community, there could be a list of parishioners who were willing to perhaps help the elderly with things like cutting down trees in their yards. There could be sign-up sheets at masses. John will speak to leaders at local Fire stations.

4. Father brought up that our churches should have an "Emergency Action Plan" in place. Several years ago there was a committee that wrote up a plan for each church, and there were also AED's purchased for

each facility, and CPR training offered. Every year there should be a refresher, so these programs are sustained. In Dodge county, there are professionals who could come and speak to a group just like at schools. Jeff Bauer will research this and contact someone from Dodge County. This will be kept on the agenda for our next meeting.

5. Father spoke about the “Love One Another” Archdiocese Fund campaign. There is a need for leaders from each parish. These “captains” will call parishioners. There will be a tentative meeting around July 26th for the leaders. Then there is a scheduled Archdiocese Fund Campaign meeting on August 23rd from 6-8PM at St. Theresa’s.

6. The Council Calendar for 2023-2024 meetings was shared by Randy. Prayer assignments will be finalized after discernment in June.

Announcements: None.

Prayer Assignment for Next Meeting: Neil Burns

Adjournment- Closing Prayer: Father Dominic

Next regularly scheduled meeting: June 27, 2023 -6PM-St. Andrew’s.

Minutes respectfully submitted by Pat Priest, mpriest@live.com.