

**St. Andrew / St. Mary / St. Theresa  
Pastoral Council Monthly Minutes  
November 28, 2023, 6:00 PM at St. Mary's Gym**

Randy Clark introduces Father Ed Kornath. Father Kornath will be taking over the three parishes as of December 4, 2023. Father Kornath tells the group about himself; comments how he was appointed to this new position.

**Opening Prayer:** Father Kornath

**Attendance:** Randy Clark, Nancy Bogenschneider, John Schuller, Katie Feucht, Joan Wiese, Tracy Nadolski, Nathan Waas, Jeff Bauer, Tami Vodak, Kimberly Cinnamon, Rick Steger, Daniel Hoffman, Karen Bodden, Lynn Steger, Kevin Knoll, Mary Jo Myers, Father Ed Kornath

**Guests:** Rick Torn and Kelly Oechsner

**Absent:** Michele Burns

**Review/approval:**

1. October Pastoral Council Minutes: A Motion to approve the October 24, 2023, Minutes was made by Nancy Bogenschneider; second by Tracy Nadolski. There being no objection, the Motion was carried and the Minutes approved.

**Open Forum:** None

**Committee Updates:** Comments and Questions

- St. Mary's Advisory School Commission: (incl. school exp. Update) - Katie Feucht asks Rick Torn if he could give an update on the School Expansion. Torn notes that they have reached out to the various entities for donations and that they are now waiting to hear from them.

Katie Feucht states that because the School group only meets four times a year, the November Minutes are quite lengthy. She highlights portions of the Minutes regarding the changing traffic pattern, the hot lunch program, the fact that the Thanksgiving Feast on 11/17/23 was a big hit; she explains the Christmas Book Campaign and notes they welcome any contribution; Feucht states that the children will be singing twice at the 12/3/23 Mass. The Christmas program is set for 12/19/23 and there is discussion to bring it back to the parish. Feucht informs that they are working on improving the Mission Statement; finally she notes that there are still some open positions for childcare teachers and substitute teachers.

The following are the Minutes:

St. Mary Catholic School Advisory Committee/Home & School Committee Meeting Minutes  
Tuesday, November 14, 2023

Members in attendance: Katie Feucht, Danielle Wiedmeyer, Amanda Schuller, Danielle Clark, Jenny Curro, Mary Yauck, Denise Anderson, Dalia Rangel, Faye Franklin

Call to order: 5:03 pm

Prayer: led by Katie Feucht

Review/Approve Mission Statement: read by Katie Feucht

- Discussion regarding keeping or updating current Mission Statement. It was previously suggested that it includes wording about diversity, including all students no matter race or religion. Katie Feucht submitted an edited mission statement. Danielle W. will share this with the committee for feedback.
- Mission statement with suggested changes attached. Please read it over and email Danielle W. with comments or suggested edits. [dwiedmeyer@stmarymayville.org](mailto:dwiedmeyer@stmarymayville.org)
- Open Floor/Guests/New Business
- Introductions of members present.
  - o No new members present at this meeting.
- Reverse traffic pattern for morning dropoff and afternoon pickup.
  - o We will be adopting a new traffic pattern for dropoff and pickup due to limited space for car line in mornings and afternoons. New traffic pattern will be reversed, with the entrance being at the west of the Parish office and exit being by childcare doors. A map with instructions will be distributed to all school and childcare families. This new traffic pattern is scheduled to begin on Monday, Dec. 4. Bi-lingual signs will be posted at each end of drive to help families understand the changes.
- Board officers – clarification
  - o We are looking into official regulations for board membership and running of meetings. For the time being, officers will remain the same, with the exception of Danielle W., who will take over Secretary duties. Any required changes will be discussed at next meeting.
- Upcoming early release/days off
  - o Wednesday, Nov. 22 – Friday, Nov. 24 – no school
  - o Thursday, Nov. 23 & Friday, Nov. 24 – childcare closed
  - o Friday, Dec. 22 – early release at 11:30 am
  - o Monday, Dec. 25 – Monday, Jan. 1 – no school / childcare closed
- Hot lunch availability
  - o Hot lunch will not be available the week of Monday, Nov. 20 – Wednesday, Nov. 22. All students and childcare kids will need a cold lunch.
- Blood Drive
  - o Thursday, Nov. 30 in school gym. 1-6 pm
  - o Students will eat lunch in their classrooms that day.
- Featured Families
  - o We have had two featured families published as of 11/14/23. There are three more that are scheduled. Hoping to draw interest and encourage families to submit their questionnaires.
  - o Questionnaires are being sent home again on 11.17.23
  - o We can recruit new families as well, they may not be familiar with the concept.
- Childcare billing changes
  - o Effective Monday, Jan. 1, 2024 – family discount will no longer be available
  - o Supply fees will be billed twice per year as opposed to three times per year.
    - Supply fees will be billed Jan. 1st and July 1st each year.
    - Fees are \$15 per child.
  - o Registration fees will remain the same at \$25 per child. This is a one-time fee paid at original registration.
- Hot Lunch program update
  - o Changes to staff and schedule will be needed at some point this school year. Due to health issues, Miss Shelly may not be up to working. Miss Lisa is not able to cover 5 days per week.
  - o Discussion of a 4-day hot lunch, hot lunch on Fridays
  - o Danielle Clark stated that she would be available to do hot lunch on Fridays when the time comes. Katie Feucht also offered to help cook as needed.

- o Some parents offered to help out by picking up grocery orders at Walmart Pickup and bring them to school for us.
  - o If you are willing and available to help with clean up after lunch any days during the week, please let Mary know. We are looking for help with dishes and putting food away after lunch. This should go quickly with more hands helping
  - Thanksgiving Feast on Friday, Nov. 17
    - o We have 160 reservations for the meal
    - o Teachers/office staff are bringing desserts for event and will help serve.
    - o Committee members are invited to bring a dessert if they have time/are able.
  - Christmas Book Campaign
    - o Our Scholastic Christmas Book campaign currently has \$154.00 collected. We were looking to get about \$500 to be able to get a book for every student and children in childcare. Campaign ends on Nov. 30.
    - o Books will be handed out by Santa when he visits on Dec. 22nd .
    - o It was suggested that Home & School could make a donation to this.
    - o Members suggested some friends or employers that may be interested in donating as well.
    - o Danielle W. will try to get more advertising out on social media etc. to increase awareness.
    - o Update will be shared at end of campaign.
  - Mayville Christmas Parade
    - o Saturday, Dec. 2, we will meet behind fire station at 4:30 pm.
    - o Theme will remain “It’s a Wonderful Life” on truck and trailer from a school family.
    - o We will ask Music teacher Mr. Pecsí to record the piano music for their Christmas program songs so the kids can sing while in the parade.
    - o Decorating of the trailer will be held on Friday, Dec. 1 around 4pm. Location TBD. Let Danielle W. or Danielle C. know if you are able to help.
    - o Letter going out 11.17.23 to families with parade information and asking for candy to hand out.
    - o Reminder about appropriate gear for the weather will be sent as well.
  - Kids singing at Sunday, Dec. 3 Mass
    - o Mass at 9:30 am at St. Mary’s Church
    - o St. Mary’s Feast will follow mass at school gym.
  - Christmas Program
    - o Tuesday, Dec. 19 at 6:00 pm in school gym
    - o All students are expected to wear their “Sunday Best”
- Old Business
- Annual Fund update – Mary Yauck
    - o Donation amount update: \$19,060 as of 5.9.23
    - o List has been updated and mailing will be the same letter as last year with some edits.
    - o We will see if we can include a photo of new school plans to show donors what we would like to do with the fund.
  - Open positions at school and parish
    - o Childcare teachers – PT positions. We are still in need of reliable, responsible employees in the childcare.
      - Advertising avenues being used are Indeed, social media, church bulletin, church announcements.
      - Mrs. Yauck has spoken to local high schools and colleges to try to recruit also.
    - o Substitute teachers
      - Ads have been placed on school and childcare Facebook pages.
  - School Advisory / Home & School meetings for 2023-2024 school year
    - o Dates for 2023-2024 meeting dates remaining:

- Tuesday, 2/13
- Tuesday, 4/9
- Additional meetings will be held as needed.
- Some additional meetings may done by email communication

Fundraisers

- Scrip update
  - o 2022-2023 YTD sales: \$62,710 (May – present)
  - o We will ask Scrip coordinators to give us description of what the Scrip program provides and helps with for school.
- Scheduled Fundraisers for 2023-2024
  - o Tuesday, Feb 4: Eating for Education at Jug’s Hitching Post.
  - o Saturday, March 9: Cribbage Tournament.
  - o Thursday, May 9: Eating for Education at Don Ramon. Same as above.
  - o June 2024: Rummage Sale. Dates TBD
  - o New suggestions:
    - Bowling Tournament
    - Cookbook? – profits to go towards Hot Lunch program
- Don Ramon Eating for Education fundraiser update
  - o Event was very well attended. Raffle ticket/cup sales was just over \$1300. Donation from Don Ramon was just over \$1300. Matching funds of \$1000 will be donated by Catholic Financial Life.
- Scripmas
  - o It was decided to go ahead with Scripmas letter for this year and to add the Hot Lunch Program to the list.
  - o For Catholic Schools Week and/or Teacher Appreciation Day, we will ask teachers to create Amazon Wish Lists for items that they would like for more personal gifts.

Pastor Report: None

Principals Report: None

Next Meeting: Tuesday, November 14, 2023 at 5:00 pm

Closing Prayer: led by Katie Feucht

Meeting was adjourned at 6:35pm

- Christian Formation/Education: Joan Wiese has submitted the following Minutes:

Recent Special Activities, outside of the classroom:

Nov. 1<sup>st</sup> – All Saints Mass – attended by over 100 students, with just 10 absent.

Nov. 10-12 – Confirmation Retreat for 19 candidates, all from St. Mary.

Nov. 20 – Teacher meeting was held to discuss the Nov. 27<sup>th</sup> Advent Fair preparations. This year, the event will be for ALL registered CCD students, so over 100 students and Catechists will be participating. Crafts, activity centers, writing letters as well as a “Food Drive War” by class, are some of the activities. Grade 8-11 students will be helping the younger grades. Also discussed at the teacher meeting was a “Birthday Party for Jesus” event.

Nov. 28 – First Reconciliation Retreat

All classes have been running smoothly, parents are not voicing concerns and teachers feel the year is going great.

The Christian Formation/Education Committee met on Monday, Nov. 6<sup>th</sup>.

Discussion was had regarding the concerns voiced at the October Pastoral Council Meeting. Karen Bodden asked for the number of St. Theresa students registered for 2023-2024 and she had the sense that St. Theresa is not as “included” as they should be. There

are currently 10 students from St. Theresa registered and attending our religious ed classes. Tami Vodak also voiced that it is too difficult for students from St. Theresa to attend the Wednesday evening classes in Mayville. I am told these 10 students have been attending regularly, without issue. In the spirit of total inclusion, the committee decided to hold a special meeting for just St. Theresa parents, to discuss their ideas and opinions about how the current program is or isn't working for them. This meeting is being planned for January 7th. The committee also decided that a person from St. Theresa needs to be on the Christian Formation/Education Committee going forward, to voice the concerns of St. Theresa parishioners. The Committee will invite both Karen and Tami to attend that parent meeting. The Committee is looking for Karen and Tami to recruit one person from St. Theresa as a member (3 yr). It is important to know the number of families/students from St. Theresa who "should be" registered for classes, and are requesting Karen and Tami or their new committee representative provide that information to the Committee. Also another issue brought up at the October Pastoral Council Meeting by Katie Feucht was that religious ed students attendance at the Feast Day of St. Mary should be mandatory. Per Fr. Joe's discussions with DRE – Nicole, attendance will NOT be mandatory, especially since Fr. Joe is very concerned about how full the church and hall will be for this event.

- Young Adult: Randy Clark explains for Fr. Kornath's information that they tried to form a Young Adult group, but it was hard to get any traction. It has been put on hold until 2024.
- Spiritual Life & Worship: John Schuller notes that he does not have the meeting Minutes but that he will get them to Randy Clark.
- Human Concerns: Mary Jo Meyers states that they have not been able to find a mental health contact with regard to obtaining services. She states that the donations are going well at most of the drop-off sights. They also want to reach out to the children at the school. Meyers informs that homeless shelter in West Bend only accepts new items so now they are looking to a warming shelter in Fond du Lac that will take their items. Meyers is wondering if there is a way to get information out on social media. Discussion held regarding the social media accounts that the school/churches have and if there should be an account for the three parishes together. Meyers inquires if the group would like information regarding St. Vincent DePaul. She notes, however, that she is unaware of how to obtain that information. Nancy Bogenschneider indicates she will get her in touch with the person who has that information.
- Finance Council: (Including Buildings & Grounds)

o St. Mary's: Nancy Bogenschneider has submitted the following Minutes:

St. Mary's Finance and Buildings/Grounds meeting minutes from 11-14-23

1. Attendees included Nancy, Kimberly, Rick, Mary Jo, Dave, and Eric
2. October minutes approved.
3. Through the first four months of 2023/24 the P&L is \$9K in the red after market loss adjustments. Rick will review all expenses against budget to make sure there are no surprises. The balance sheet continues to be strong. Nancy and Kimberly continue to investigate options for investing Parish cash in CD's and not having all the cash at TSB Bank. \$200K will be put in a CD with Edward Jones in Mayville. They will ask Ziegler/Stifel to present what they can do for us. Edward Jones appears to have the best CD rates. The \$51K left over from the Faith in our Future campaign has been approved to be moved from the Archdiocese to St. Mary.

4. Projects that remain to be completed include the following:
  - a. Lighting for Church statues – Jeff. Will be a winter project.
  - b. Replace hot water heater in Church. Jeff
5. Cleaning and updates to rectory offices – Rick will investigate adding small water heater to both buildings. On hold.
6. Mary Jo recommended that at a minimum, the office bathroom be repaired and painted. (On hold pending consolidation decision) Dave and Rick
7. 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 LOA capital campaign. Andy highly recommended that we keep the Church open if we go ahead with the project
  - b. 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.
  - c. New chair and table for Fr. Joe in Church – Jeff looking into refurbishing
  - d. Father Joe would like to have a handicap ramp added to the Rectory – Jeff (on hold)
8. Last bingo was held on November 12<sup>th</sup>, with people being turned away due to a great turnout. Thanks to Deb Helmbrecht and her team for hosting one last time.
9. School/daycare expansion project – Rick has contacted the Bachhuber Foundation, MEC, Michel's Corporation and Metalcraft to determine financial feasibility to go ahead with the project. A high level document was given to them describing current state, future state, project scope and financing. Have not heard back from Metalcraft. MEC has declined support. The Bachhuber Foundation and Michel's Foundation will be discussing at their respective Board meetings before the end of the year.
10. 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). Need to agree on a plan. Don't want to restrict egress in case of an emergency. Jeff and Rick
11. Father Joe would like to have more discussion on Church security during masses. (locking doors, security cameras, etc.) Jeff getting quotes for options on Church front doors, which is included as a LOA project.
12. We received an email asking for more support for outreach and evangelization before spending funds on pew restoration/kneeler replacement. We all would like to see Mass attendance go up considerably. We will be asking people to come back during the love one another campaign phone calls.
13. New business items included the following:
  - a. Paul wants to increase lawn care from \$350 to \$450 per cutting. Rick will get more quotes.
  - b. Committee approved the purchase of a new copier for the office. Old copier almost 12 years old, with spare parts no longer available.
  - c. Long term disability will be available as of July 1st for the 4 full time employees that take health care insurance. Cost will be approx. \$9 per month for all 4.
14. Next meeting is scheduled for January 9th at 6:30 pm at St. Mary.
 

Proposed Agenda:

  1. Discuss cemetery project
  2. Approve November minutes
  3. Review financials, along with cash investment options
  4. Review status of open projects
  5. Facility planning for school/daycare/religious education/admin/parish center

6. Discuss interim facility plans for office staff
7. New business

o St. Andrew's: Tracy Nadolski states that the Financials are in order. Various maintenance issues were discussed (kitchen, gutters, concrete work). She noted the new sound system is coming along. There was also a fire inspection.

o St. Theresa's: Rick Steger states the Financials are in order. He states that Mark Walcheske takes care of the grounds and that he has no needs at this time.

• Stewardship: Karen Bodden advises that she put notices in the Bulletins for over two months looking for volunteers with no response. She has decided to set a meeting on 1/13/24 at 9:30 a.m. at St. Theresa's Hall. She would also propose attending each Parish in January to explain Stewardship. Bodden indicates that she has an idea for a time/treasure/talent fair with the parishes because there is a need to educate people on the different aspects of the parishes. Bodden notes that she is chairing St. Theresa's 175th celebration to be held next year hopefully in October since that is when St. Theresa's Feast Day is. There are currently three people interested in helping with the celebration at this time. They are planning on having only one major activity but possibly putting "Did you know...." information in the bulletins during the year.

• Scholarship: Tracy Nadolski states that nothing has been done yet; they are waiting until 2024. They are not going to change much, just tweak a couple of things.

• Generations of Life: Joan Wiese notes that Seniors like to travel! There are now two sold out trips. The Minutes are as follows:

The Committee met on Nov. 15. We discussed the Halloween Party and wreath decorating at Waas Family Garden on Nov. 13. The Committee was pleased with participation at both events.

Upcoming Events:

**December 4** – Christmas Party at The Meating Place, Mayville 1:30-3:30 pm. There are already over 50 reservations.

**December 5** – Christmas in the Dells – motor coach trip (SOLD OUT)

**January 3** – Cards and Game Event, featuring 7 tables of different games or cards. Chili will be served.

We continue to receive amazing support in the form of donations at each event.

Events in Progress:

February, possible Sunday Brunch at a local restaurant

February – at St. Theresa, Valentines Day Party – featuring Widmer's Cheese and Wine/Chocolate from Joel's in Theresa.

March – Vendor Fair

We are also working with Kim's Tours on two more possible motor coach trips. BINGO at HO Chunk and possibly a concert at The Ostoff Resort in Elkhart Lake.

- Emergency Response: Randy Clark explains for Fr. Kornath that we are looking at forming an emergency response group, having training, etc.

### **OLD BUSINESS:**

1. Update on St. Mary's Feast Day – December 3: Katie Feucht states that they recently met and all the details are coming together. They are meeting at 6:00 p.m. on Friday, December 1<sup>st</sup>, to practice. Randy Clark comments that the servers are nervous because of the Bishop being there and what their duties will be. It was explained that the Bishop will have a Master of Ceremonies with him who will direct the servers, etc. Feucht states that anyone who wants to is welcome to come at 8:30 a.m. on Saturday to help with set up of the hall. Mass is at 9:30 a.m. on Sunday with a meal afterwards.

2. Emergency Response Group: Jeff Bauer advises that he once again contacted the Dodge County Sheriff's Department and learned that recently a new Emergency Management Director was appointed – Joe Meagher. Joe Meagher provided some information to Bauer which he will share with Kevin Knoll and Rick Steger. Bauer believes there should be a chairperson for this group, but he prefers not to take on that roll, but he will be a part of the group. Bauer notes that Dodge County would like to come in and sit down to discuss the issues and also do walk-throughs in January or February. They have information for active shooters and plans for houses of worship. Bauer would also like to look at the medical side of things, such as training with the IED. Rick Steger states that he has talked with Theresa's Police Officer, Nick Weber, and he would like to do a walk-through at St. Theresa's too. Discussion.

3. Archdiocese Love One Another Campaign Update: Rick Torn informs that St. Mary's is behind in the LOA campaign because of the determination for the School Expansion – they have added \$1 million to the original goal. He believes that St. Mary's is within 90% of their original goal, but believes getting the additional \$1 million is going to be tough. Jeff Bauer also comments on the campaign.

### **NEW BUSINESS :**

1. Dodge County Parish Planning – Randy Clark – presentation from Archdiocese
  - a. Nancy Bogenschneider and Rick Torn for discussion

Randy Clark advises that a Dodge County Parish Planning meeting was recently held in Horicon with all parishes in the County invited. Clark presents and explains the presentation that was provided by the Archdiocese.

Discussion held.

Clark requests that one council member from each Parish volunteer to be a part of the intermediate group to participate in the planning of the future vision of the Parishes. The volunteers are: St. Mary's – Nancy Bogenschneider; St. Andrew's – Daniel Hoffman; St. Theresa's – Rick Steger.

**Next regularly scheduled meeting:** January 23, 2024 – St. Mary's Gym

**Announcements:** None

**Prayer assignment for Next meeting:** Katie Feucht

**Closing Prayer:** Jeff Bauer

**Adjournment**

Respectfully submitted by Lynn Steger