

**St. Gerald Parish Pastoral Council**  
**Meeting Minutes – November 9, 2006:**

Present: Missy Arana, Dan Buck (Vice-President), Todd Banchor, Ruth Guthrie (President), Leo Kochanowicz, Darlene Sheridan, Jim Svoboda, Becky Tometich, Kathy Valasek (Secretary), (Kathy Hanson, Recording Secretary)  
Also Present: Dave Garland, Fr. Gary Ostrander, John Bolas

I. OPENING PRAYER

II. GUEST Reports:

School Report: (Dave Garland) – *See Principals Report, Attachment 1*

*Reviewed the report verbally; Add'l Comments:* Iowa Basic Scores were pretty good with 7th, 8<sup>th</sup> and 4<sup>th</sup> doing well, one class was a little lower score than normal. Discussed that there are many factors going into a 'class score' such as new students, individual needs/anxiety, teachers, and text books/programs. Dave and others are evaluating the scores a little more and trying to determine if there were any factors that we might want to change such as text books/programs. 6<sup>th</sup> grade has moved to a 'middle school' program that is more challenging than previous years.

III. MINUTES OF LAST MEETING: Approved with addition of Financial Committee Report which WAS submitted last month and date of this meeting was corrected to Nov.

IV. PASTORS REPORT: *No Attached Report this month*

V. COMMITTEE REPORTS

A. Stewardship (Todd Banchor) - *See Attachment 2: Stewardship Committee Meeting Nov 8 Minutes*  
*Additional comments*

1. Stewardship Drive/Activity Sign-ups: Cards and abbreviated involvement checklists to be in pews this next weekend. This was purposefully not done in the previous weeks this year to allow people more time to get their archdiocesan pledges in, and to give them more time to think about their St. Gerald donation.

B. Total Education Committee (Missy Arana) – *No written Report this Month*

1. Accreditation Committee is forming to look into accreditation of our school. Fr. Gilg was here and spoke on the process/requirements. It appears to be a long-term project. Comments were made by PC member that this process may require incentives for teachers and others to make additional efforts/ commitments needed to accomplish this goal.
2. Clubs after school are being considered / started for additional activities such as drama/golf/quilting/ etc.
3. Kindergarten registration fee is going to be non-refundable so as to have less people dropping off the roles late.

C. Evangelization (Fr. Gary) - *No Committee Report this Month, No other Comments*

D. Family Life Committee (Dan Buck) – *See Attachment 3, Family Life Report Nov 9*

1. MOMS suggested that finding facilitators is sometimes a challenge and that helping the prospective facilitators with the cost of the book and training might help. MOMS benefits were briefly discussed as both a good internal organization for developing spirituality and a springboard from which families get involved in the parish in other ways. John suggested that he could find the money in the budget for that help. It was thought that at one time MOMS had their own funds/budget/treasurer. Although the funds were deposited into the main church account, it was thought that they kept track of their own deposits and withdrawals at one time.
2. Pro-life: Father suggested again that there are many supporting groups and information pieces that arrive in the mail each week regarding pro-life. This committee should be aware of these, and might take action on some of the ideas and invitations.

- E. Finance (Jim Svoboda) – *See Attachment 4, July to Sept Monthly Budget Report*  
All looking pretty good so far regarding actual to budgeted. Decided to do the bulletin reports based on how we are doing this month of this year versus same month last year instead of % of year completed and % of year budget, so as to be more realistic regarding year-end giving and seasonal spending. New leaks in gym roof could substantially affect the budget.
- F. Human Needs Committee (Darlene Sheridan) - *No Committee Report this Month*  
Discussed what might be included in the ‘Shelter Committee’ as Darlene missed the last meeting. Grief ministry wants to be included in the welcome book as well.
- G. Liturgy (Becky Tometich) –*No Liturgy Committee Report this Month*  
Church decorating people want to be included as a committee in the welcome book.
- H. Maintenance (Leo Kochanowicz) - *No Committee Report this Month*
1. Gym Roof: Leaks are getting bad and we are obtaining bids for a variety of fixes from quick fixes at \$15k to total fixes at \$80k. See also Finance Committee meeting notes. PC member suggested that we have a ‘fix the roof’ collection as these types of things have worked in the past to help. This idea to be communicated to Finance Committee. [OPEN ITEM]
  2. Computer Room Air Conditioning Concern: No AC in computer room if cooling tower down. Architects were supposed to plan for that, so contractors getting with them to resolve.
  3. Chiller Part replaced at 96<sup>th</sup> and Q, \$200 ok’d.
  4. Add’l Confessional near the existing one at 96<sup>th</sup> and Q is cost prohibitive at this time.
- I. Social Committee (Kathy Valasek) –*No Social Committee Report this Month*
1. Parish Anniversary / Directory: Things moving along.. Still need many recipes before the deadline. Recommendation was made to assure forms be left at the back of Lakeview church.
  2. Information for Pastoral Ministry to be included in the Welcome book
- V. OLD BUSINESS:  
Minutes are being synopsisized and published on the website again.
- VI. NEW BUSINESS:  
Stewardship Involvement Forms were handed out to PC committee liaisons based on the committee chart (*Attachment 6 from Sept Meeting Minutes, Committee Spreadsheet*). It was decided that everyone should keep a copy of the Involvement form and give the other copy to the appropriate committee head, asking them to call the people on the list (assuring that they contact all the new ones) within a few weeks, then ask them to check back when complete. The PC member might call a couple people on the list to assure they were contacted before we finalize the stewardship campaign. This follow up to be completed by Jan PC meeting. {OPEN ITEM]
- VII. PRESIDENT/ VP BUSINESS: (Ruth Guthrie, President and Dan Buck, Vice-President)
- A. Goals 2006-2007/Retreat: *See Attachment 5, Goal List from Brainstorming Session, with notes*  
Brief List of Goals adopted by the PC:  
#3 - CCD Program Board / Enhancement with parent program. Father requested involvement of a priest or deacon and to keep things public.  
#12 – Communication: To continue to develop the communication enhancements we had worked on last year; including mission/vision statement publicity.  
#13 – Assessing Committees; Includes knowledge of activities and committees and addressing stagnant committees or other opportunities/limiting factors. Some of this is being completed with the review/upgrade of committee charts.

#17 – Library: develop the library to be utilized more as it is a great asset for parishioners that is not utilized as much as it could be. This will be handled under the Total Ed Committee, but the PC wants to keep it as a goal as well.

#25 – PC members to attend mass on day of or close to meeting day.

#30 – Vocations Committee: Strategize and implement action to assure there are local opportunities to understand, encourage, and invite religious vocations.

All other ideas were referred to PC Committee liaison to bring to their appropriate committee's for consideration and/or implementation, except for #18,21,23,24 and 31 which were tabled as they did not seem feasible at this time, and #16 and #28 which have been or will be completed.

B. Archdiocesan Pastoral Council (APC) – no update / comments this meeting

C. Welcome Booklet: *See Attachment 6 from Oct meeting minutes, Welcome Pamphlet.* The Blurbs that the parish council liaisons and committee heads are writing for the 'welcome booklet' are progressing well and should be completed soon. [OPEN ITEM]. After today's comments the following committees are the only ones that are to be included on the committee list but not in the Welcome booklet:

Landscape Committee

Garden Committee

Church Cleaning

Website

Shelter Outreach

Guardian Angel

Magi Program

Registration

Sheryl is putting these in whatever order she wants for now. If she gets a good feel for the software program, we might try to put them under the respective 'Major Committee Liaison' organization from the Committee Chart.

D. Next meetings: December 12 is Social gathering 7 pm, Ruth's Home.

E. CLOSING PRAYER / Adjournment