

St. Gerald Parish Pastoral Council
September 13, 2012
St. Gerald School Library

Present: Sharon Bissen, John Prosocki, Mary Sheridan, Joe O'Donnell; Joan Luebbert; Mary Morss; Ryan Sevcik

Absent: Joe Kalina

Also Present: Father Owen Korte; Father Pat Harrison

OPENING PRAYER

- GUEST REPORT:

Mary Harper reported on the Religious Education Program. Some highlights of her report follow:

- ❖ Children's Liturgy of the Word has expanded to 9:00 mass, as well at 10:30. Janet Davis is coordinating the 9:00 Children's liturgy. On average 60-65 children attend each Sunday.
- ❖ All catechists will be certified by 2013.
- ❖ The religious education program is moving away from free tuition and instead will provide a stipend to certified catechist. 14 teachers are certified now, 2 additional are expected in December and 6 in 2013.
- ❖ 231 students K-8 currently in the program as compared to 255 last year. Lower number enrolled may be partially due to a two week accelerated program offered by St. Columbkille, which has an enrollment of 300+ in that program.
- ❖ Prayer blankets were given to all Religious Education K, 1st and 2nd graders this year. This is the same initiative that is followed with the 5 day school children in these grades. The prayer blanket stays in the classroom until the end of 2nd grade.
- ❖ Religious Education students are offered the opportunity to be part of the "Spirit Choir" this year. Practice is held between the two RE session each Wednesday. The five-day school children are part of the "Life Choir" and there will be some opportunities for the two groups to sing together at Parish Masses.
- ❖ RE Program is pushing for parents to be part of the last 15 minutes of each session.
- ❖ Asst. Principal, Michaela Jacobsen and Mary Harper are meeting weekly to continue to improve communication between the Religious Ed Program and Five-Day School.
- ❖ Several other miscellaneous initiatives and goals were discussed. Mary's work was commended by the Pastoral Council and discussion followed in regard to the excellent progress of the program in a relatively short time.

- Dave Garland is scheduled for September meeting to report plans and goals for 5-day school for 2012-13.

- MINUTES OF LAST MEETING (September, 13, 2012) Reviewed and unanimously approved. Motion for approval by Sharon Bissen, seconded by Mary Sheridan. Ryan Sevcik was welcomed back to the PC to serve out the one year term as the Finance Committee Liaison which arose due to the resignation of Mike Rasmussen who moved out of the parish.

- COMMITTEE REPORTS:

School Board – John Prosocki. *No written report.*

- Committee appointed to interview for position of Principal for 2013-14 school year:
 - Steve Luna
 - Wayne Reed
 - Greg Brokke
 - *Glen Bennett*
 - *Chris Summers*
 - *Tammy Fraser*
 - *Mary Harper*
 - *Dr. Barb Swagger (Archdiocese Representative)*

Social Committee – Joe O’Donnell. *No written report.*

- Discussion continued on the increased role of the social committee and how to set guidelines for when the social committee is to be utilized and when individual committees should be responsible for food/drinks, set up, etc. Brainstormed possible solutions, including recruiting to four co-chairs for the committee to make the job less overwhelming or investigating using a “circle” concept. Discussions are on-going.

Parish Education – Sharon Bissen. *No written report.*

- Report by Mary Harper covered major areas from Parish Education. Kathy Kensinger will provide update on Youth and Young Adult Ministries at the November PC Meeting.

Stewardship – Joe Kalina. *No written report*

Maintenance – Jared Franzluebbbers. *Summary of committee meeting provided.*

- Jared commended the Maintenance Committee on all of the work and expertise provided by the group. Outstanding talent and commitment to St. Gerald’s. Professional expertise saves the parish a great deal of expense.

Liturgy – Mary Morss. *No written report.*

- Verbal update – expressed some concerns from the committee in regard to shortage of ushers, which is believed to have been resolved, continued concerns in regard to sound system, which also is scheduled to be reviewed by the sound professional soon, discussion about security and groups meeting at the facilities knowing where and how to access First Aid Supplies, the AED’s (Automated Emergency Defibrillators), and calling 911 via a land line for most expedient response. The schedule for the Annual Liturgical Ministry training has been set for October 7th and 10th.

Human Needs – Mary Sheridan. *No written report.*

- Human Needs consists of many small groups in the parish. Typically there are not written reports. It was requested that one of each of these small groups could provide a recap highlighting their activities once each year and that report could be provided for the upcoming PC meetings. Mary will check into this possibility.

Finance – Ryan Sevcik – *Written report provided.*

- Sunday collections continue behind budget for the new fiscal year which began July, 2012.

- PASTOR’S REPORT

- Job descriptions geared to parish employees, including a purpose statement, why does this job exist, are in process.
- Good Shepard, Good Leader training is on-going and has helped focus.
- Discussed application process for the Principal position at St. Gerald that will be open due to Dave Garland’s retirement. The Asst. Principal position will continue going forward.
- Year of Faith activities continue to develop. John Norman put together a flyer. Several activities, including Family Holy Hours, additional Adult Education offerings, Father Gatley, a Marian Helper from the Divine Mercy Community will give a talk, the St. Gerald Choir will present a concert as well as possible additional efforts are being discussed.
- There will be a luncheon on Sunday, September 30th for all the 5-day teacher and Religious Education teachers. This is the first time this event has been executed. Working to develop a stronger partnership between the two entities that are so important to our parish.
- Annual report remains in progress. Expected to be completed soon and plans for more timeliness for 2013-14.

- OLD BUSINESS
 - Discussion of feedback and comments from September 6th Parish Leadership Meeting.
 - ❖ Overall feedback very positive.
 - ❖ Moving forward to get a parish wide calendar posted to be easily found on web page.
 - ❖ Discussion on how to highlight and/or feature various committees/service groups to help everyone see how much is going on and where interest may be to join.
 - ❖ Intentional discipleship – how can we develop further as a theme in the parish?
 - ❖ St Gerald Ambassador – how to define and promote.
 - ❖ Who can take on responsibilities for volunteer coordination, community outreach, athletic coordination and other needs in this area within the parish?
 - ❖ Welcoming new parishioners – efforts to get new parishioners involved early. Review welcoming packet. What further efforts can be extended to become even more welcoming to new and existing parishioners?

- Recording Secretary position remains open.
- Continue finalization of PC goals and action plans at October meeting.
- Father Korte continues to work on Athletic Committee Concerns.

- NEW BUSINESS:
None

CLOSING PRAYER/ Adjournment

Next Meeting: Thursday, October 11, 7:00 pm – School Library

**ST. GERALD PARISH PASTORAL COUNCIL
Projects for 2011-2012**

Project	Co-Ordinator	Status
Enhance Welcoming aspect	Mary Morss	Mary will research suggestions. Women's group has been formed with various activities scheduled.
Research parish council by-laws	John Prosocki	John has obtained a copy of the current by-laws. 3/2012 John made suggestions for changes. Presented at April meeting; members had suggested changes. Final copy to be presented at May meeting.
More Parish Council involvement in the budget process	Mike Rasmussen	Mike will try to get a 2-step process for PC approval of the budget. First pass of budget review will be at the February meeting. 3/2012 budget approved. COMPLETED.
Online prayer request/ church prayer basket	Jamie Zabrocki	Currently available on stgerald.org but still need a volunteer to coordinate. Advertise that prayer request book is in the Chapel.
Research scheduling software	Judy Haug	Cheryl has the software module. It has been updated and is available for viewing on stgerald.org. COMPLETED.
Long-Range Planning	Fr. Korte Ryan Sevcik	Wording for the Parish Mission Statement is being discussed. 3/2012 New Mission Statement presented and approved. COMPLETED.

Last updated 04/10/2012