

ST FRANCIS OF ASSISI PASTORAL COUNCIL MINUTES

September 1, 2016

In Attendance: Fr. Ray McHenry, Dave Dirks, Chris Doud, Anne Franzen, Gary Goodhall, Garrett Hill, Larry Johnson, Carolyn Kirchhoff, Molly Myers, Nikki Snyder, Laura Wenman, Fr. Andrew Windschitl

Absent: Cassie Edgar

I. Opening Prayer: Prayer for Our Pastor – led by Laura Wenman

II. Open Forum: No issues.

III. Approval of Agenda & Prior Meeting Minutes

- Motion to approve the Agenda was made by Gary Goodhall and Seconded by Dave Dirks: Motion passed unanimously.
- Motion to approve the Meeting Minutes from July 2016 made by Chris Doud and Seconded by Garrett Hill: Motion passed unanimously.

IV. Pastoral Update: Fr. Ray McHenry

- Annual Diocesan Appeal:
 - St. Francis has achieved 76% of its goal. There is a \$73,000 shortfall. The Finance Council has prepaid \$30,000 of the \$73,000 shortfall.
 - Targeted letters will be sent to individuals who have contributed to the Diocesan Appeal in prior years but who have not contributed this year yet.
 - Approximately 20% of the Parish families (600 families) have contributed to the Diocesan Appeal.
- Staff Updates
 - St. Francis is currently at full staff.
 - Parish Secretary: There is a new parish secretary: Pam Danzer.
 - Associate Priest: Fr. Andrew Windschitl has been here since the end of July and has adjusted well.
 - The Council officially welcomed Fr. Andrew to St. Francis.
 - Pastoral Associate: Deacon Bill Richter has moved to his new role as a Pastoral Associate.
 - Youth Minister: Deb Barry has been hired as the new Youth Minister.
 - Communications Director: This position will be hired in Fall of 2016
 - Volunteer Coordinator: The development/crafting of this job description will occur after the Communications Director is hired in the Fall of 2016.
- Pastoral Planning:
 - Job Duties: Tom Green of our parish has offered his professional assistance with helping craft job duties.
- Other issues:
 - Fr. Fay discussed the Security Report/Plan being developed by members of the parish who have volunteered their professional services in coordination with Fr. Ray.
 - Fr. Ray is waiting for the Nursery Committee to provide an updated report on their facilities and plan.

V. Spotlight of the Month – Buildings and Grounds

- The representative from Buildings and Grounds, Chris Bates, was unable to attend; therefore, Parish Council liaison, Dave Dirks, provided an update.
- The track is currently open.
- The library updates are completed.

- Roofing will begin in September/October.
- The committee is looking into the possibility of remodeling the church bathrooms.
- The Dioceses has provided all parishes a Safety plan. The Committee is reviewing the plan to have it fit with the needs of St. Francis.

VI. Francis Fest – update from Carolyn Kirchoff

- Carolyn provided an update regarding all the work she has done for this event. Francis Fest will be October 2, 2016 and there will be an evening event on October 1, 2016.
- The inflatables will be fewer but bigger and better.
- The Boy Scouts are providing the food.
- Anne Franzen volunteered to coordinate with the Parish Office on announcements/publicity/advertisement/pulpit talks
- Knights are providing the beverages.
- Saturday night: October 1: There will be a band and dinner.
- Sunday morning there will be a 10am Mass at the track. This will replace the 9:30 and 11:15 mass.
- Parish Council members signed up to assist on October 2nd.
- Additional planning meeting: Thursday, September 29: 6:30-7:30

VII. Next Liaison Spotlight

- Chris Jenkins from the Board of Education will join in October or November.

VIII. Other:

- Laura Wenman provided snacks.
- The Parish Office is working on binders for new members.

IX. Closing Prayer – led by Fr. Ray

X. UPCOMING DATES:

- Francis Fest Planning Night: Thursday, September 29th: 6:30-7:30
- Next Meeting: October 6, 2016: 6:30pm