

# ***St. Michael's Parish Council Meeting Minutes***

## ***September 20, 2016***

### **I. Call to Order and Opening Prayer**

President Loren Liepold called the meeting to order. Fr. Haman said the opening prayer.

### **II. Routine & Organization Matters**

- **Roll Call: Present:** Fr. Braun, Fr. Haman, Loren Liepold, Mary Ann Votava, Kevin Fee, Bob Kunze, Holly Brown-Borg, Judy Jahnke, Kevin Bosh, Tom Helbling, Mary Ann Whalen  
**Absent:** Richard Hauschulz, Joe Kotrba, Lori Swinney
- **Introduction of Guests:** Steve Johnson was introduced. He will be appointed the new Board of Education representative, taking Casey Hutton's place.
- **Additions to the Agenda:** None
- **Approval of Minutes:** In an effort to show more transparency, the parish council minutes will be made available at the main entrance of the church and online. The August minutes were approved.
- **Housekeeping Details:** A request was made by Fr. Gerard that all organizations need to be sure to put things back in their proper place after using them. For example, the remote for the DVD player in the basement has been misplaced. Organizations need to remind their members about this.

### **III. Reports of Representing Organizations**

- **Altar Society:** Judy Jahnke reported that the Altar Society met on Sept. 8 with a Mass and potluck dinner. Members had served 7 funerals since July 1. The Altar Society also served cookies and lemonade on Sun., Sept. 11, after the 11 am Mass honoring police, firemen, & EMT's. Church cleaning was held Mon. evening, Sept. 12, but not many attended. The Fall Dinner will be held Sunday, Oct. 2, from 11 am to 2 pm, serving ham & meatballs. Bazaar booths open at 10 am. With the change in menu, the meal will be buffet-style this year instead of the plates served at the tables. The Altar Society has asked that no other organizations be selling tickets, garden produce, raffles, etc., on the morning of the Fall Bazaar. This is the Altar Society's major fundraiser (with the money eventually going back to the church) and the thought is that people only have a limited amount of money to spend. This request was brought up to Fr. Braun by the Altar Society and discussed at the Parish Council meeting. This would not affect the 5 pm Sat. or 5 pm Sun. Masses. The Altar Society is sending out a letter to all the organizations about the increase in the kitchen usage fee. It is going up from \$50 to \$75 per event (not day). The increase will cover the costs of kitchen supplies such as dishes, glasses, cups, pots & pans, tablecloths, condiments, etc. A list of how the money will be used will be included with the letter. Parish Council members asked Judy if the kitchen use fee would apply every time the kitchen were used—such as for the Lenten Mission meal. The consensus was that the fee should not apply to parish functions that bring people in for a spiritual event or for charity events such as the Gianna Home or the Women's Pregnancy Center. Also, it would not apply when the kitchen is just used to prepare food but not for an event. Judy will take this back to the Altar Society for more discussion.
- **Men's Club:** The representative was not present, but it was mentioned that the Men's Club will be serving the breakfast on the Sunday of the Centennial School Celebration.
- **Knights of Columbus:** Tom Helbling reported the Knights of Columbus met Sept. 8. The KC's served hamburgers and hot dogs at the Special Olympics held Sat., Sept. 17, at Red River High School. The Knights will have their recruitment drive the weekend of Oct. 15-16.

- **Bridge Builders:** Kevin Bosh reported the Bridge Builders had just met that day. They donated \$8200 to the school for a printer, I-pads & apps & cases, new math books, music & art programs, and new toys for the preschool. Also, \$2000 was given to buy some new desks & chairs. The Bridge Builders has given \$5000 to the School Centennial in addition to the \$1000 given earlier for the initial startup. They also bought the tickets for the teachers and guests for the Centennial Banquet. They donated \$1000 to the Fall Funfest as an event sponsor as well as buying tickets for the teachers. Also, they paid for a new laptop for Lisa Christianson who is now the executive secretary for the Bridge Builders.

#### IV. Reports from Parish Boards and Councils

- **Education Board:** Steve Johnson reported that the Education Board met and assigned members to the different positions. The school is starting its strategic planning (improvement plan). The board received a report on the religious education program. There are new books for the 2<sup>nd</sup> and 3<sup>rd</sup> grade sacramental program. The board is putting together a basket for the Fall Funfest.
- **Finance Council:** Fr. Braun reported that the Finance Council had met earlier that day. A new business manager, Laura Weed, has recently been hired and she's starting to get familiar with things. Fr. Haman then spoke about Fall Stewardship Sunday coming up the weekend of Oct. 8-9. He said there's an impression by some that we are asking for money all the time. The majority of people in the survey did not convey this sentiment. However, for the perception could stem from all numerous fundraising events by parish organizations and charity appeals, God's Gift and Catholic Charities, Mission Sunday, etc.

This fall we're participating in a Diocesan mandated stewardship program. The Diocese received a grant for the program and we only pay for the paper & postage. We are a year behind due to our Capital Campaign Drive last fall. It's a letter-based program. Prior to Oct 8, parishioners will receive a letter drafted by the parish about stewardship. On Oct. Finance Council members will speak from the pulpit at the Masses. Follow letters will depend on people's response. Parish Council members suggested that the parishioners be told about the *amount* of money the collection is down.

- **Pastor's Report:**

a) St. Michael's School Centennial Celebration is coming up:

Sat., Sept. 24

- 1:00 Registration
- 1:00-4:00 School tours, displays, slide show, school memorabilia, etc.
- 3:00-4:00 Visit with teachers and staff (former and current)
- 4:30 Welcome & social in the Youth Center
- 5:00 Banquet (prime rib) and Centennial Program in the Youth Center

Sun., Sept. 25

- 9:00 Mass with school children
- Men's Club Breakfast (8:15—12:15)

b) Lake Property Sale Update: One lot was sold in early June. The Finance Council is still deciding how to designate the funds. We are awaiting word from the purchaser concerning their late payment and penalty for being past the due.

c) The 2<sup>nd</sup> Annual Catholic Charities Collection will take place in all parishes in ND on Sun., Sept. 25. A special video on the work of Catholic Charities will be shown at the Masses (except at our 9 am School Centennial Mass). This special collection will then take place after Communion.

d) The Fall Funfest is coming up on Oct. 29. The parish council has recommended that we use the

money raised in the "Reverse Auction" for the Loop Field Hearing System (\$11,000).

- e) There is a new program for buying merchandise on Amazon. When "AmazonSmile" is used, Amazon will donate 0.5% of the price on eligible purchases to St. Michael's Church.

## V. Old and Current Business:

### • Pastoral Center Update:

- a) Doug Rierson is currently removing asbestos tile from the old gym floor in the building. There is one room left.
- b) On Aug. 30, Fr. Braun, Fr. Haman, and EAPC met with the Diocesan Property Manager, Ed Wilhelm, to review procedures for the bidding. Also, best practices and procedures for overseeing the construction process were discussed. We have contracted with EAPC's sister company, Construction Development, Inc., to provide construction management services. The construction management contract was negotiated and approved for 5%. Earl Wilhelm was present for this. EAPC is overseeing the process of getting bids for choosing a general contractor. Bids will be opened on Oct. 11 rather than Sept. 29 as more time was needed to finalize the plans.
- c) Since we are still about \$250,000 short of our goal, we are requesting the project be bid in 3 phases:
- 1<sup>st</sup> Phase: the infrastructure including elevator and sprinklers, along with finishing the main floor
  - 2<sup>nd</sup> Phase: the upper floor with classrooms and youth room.
  - 3<sup>rd</sup> Phase: the lower floor with meeting and classrooms.
- d) Incentive Plans for the Pastoral Ctr. Fund-raising:
- 95 bricks have been sold so far.
  - An additional incentive plans was discussed. It will involve the opportunity of choosing an honorary name for each of the of 12 plus rooms along with Chapel  
First opportunities for naming privileges will be given to those who pledged at least \$30,000 to the campaign. Further development of the plan will be forth coming later in the year.

- **Sunday Offertory Collection Method:** Discussion was again held about changing to collection baskets that are passed across the pews. It was reported that the Newman Ctr. uses rectangular baskets. However, council members preferred the round 22-inch basket from Hurley's Religious Goods. It was suggested that the passing of the baskets start both at the back of the church as well as at the front to make things go faster. Therefore, eight baskets would be needed. (The side aisles would still use the traditional pole-baskets.)
- There was some concern about parishioners who give online being uncomfortable passing along a basket and not putting anything in. Perhaps the "I gave online" cards should be made more available. Overall, parish council members felt a change in the collection procedure be made. Holly Brown-Borg motioned that we change to the baskets. Seconded by Judy Jahnke. The motion was unanimously approved. Judy Jahnke will take care of getting a total of 10 baskets from Hurley's in Fargo. We'll get the ones with purple liners. They cost approximately \$40 each.

We plan to start using them Oct. 8-9 (Fall Stewardship Sunday).

- **Exploring new horizons for reaching out to those in need:** We haven't done too much with this because so much is going on right now. In a year or two, we might look more closely at something like NPH USA—*Nuestros Pequenos Hermanos*.

## **VI. New Business:**

- Fr. Braun brought up that Pastor John Fick of Sharon Lutheran Church had asked if perhaps the Global Friends Coalition of Grand Forks could hold one of their meetings at our facility. This group helps to ease the integration of international refugees into our community. Council members felt the group does good things and it could increase awareness and support from our own parishioners. Therefore, it was agreed that Global Friends could hold one of their meetings in our church basement.
- Kevin Fee mentioned that Thrivent Financial, working with Habitat for Humanity, has money available for houses that need some fixing up. If anyone knows of someone who could use some help, this is something to be checked out.
- St. Michael's has donated \$500 in support of the Women's Pregnancy Center banquet to be held Tues., Oct. 11. They are a Pro-life clinic that help women choose life for the babies. With this donation, we have received 8 free tickets for our table. Council members were asked if they wanted any tickets. If there are still tickets left closer to the date, it will be opened up to our parishioners.
- Last Christmas and Easter, the parish passed out books to people who came to Mass. (We bought 1000 copies of each book at a cost of \$1.00 apiece.) Council members were asked if we should do this again. Matthew Kelly has written another book—*Resisting Happiness*. Members decided to table this decision until the next meeting to give people a chance to read the book.
- Fr. Braun mentioned that the parish has several good programs we're putting on this fall—such as "The Choice Wine." We hope people will take advantage.

## **VII. Calendar Dates—Significant Events**

- St. Michael's School Centennial: Sept. 24-25
- Altar Society Fall Dinner & Bazaar: Oct. 2
- Fall Fun Fest: Oct. 29

## **VIII. Adjournment and Closing Prayer**

- The next meeting will be Oct. 18. Parish Council members will have their picture taken.
- Loren Liepold adjourned the meeting and Fr. Braun led the closing prayer.

Respectfully submitted,  
Mary Ann Whalen