

COMMON PASTORAL COUNCIL

MINUTES: NOVEMBER 29, 2018 MEETING

Members Present: Father Tim Kitzke, Father John Baumgardner, Diane Bandorski, Jim Cauley, Tom Croasdaile, Katie Falk, Samantha Haas, Jonathan Kuta, Annette Lucchesi, Beth Maniero, Owen McCormick, Pat Suminski, Michael Taylor, Julie Trafton, Joe Ziino

Staff Member Guest: Theresa Griesel

I. PRAYER, ADORATION AND BENEDICTION

II. MEETING CALLED TO ORDER

Welcome & Introductions. Council members began the meeting by introducing themselves and extending a warm welcome to new member Michael Taylor (SSPP) and Communications Administrator Theresa Griesel. Father John explained that Parish staff will visit CPC meetings individually and on a rotating basis, matching agenda issues.

III. OLD BUSINESS

Discernment of CPC Leadership (Chair & Vice Chair). Katie Falk volunteered to be Chair. Put to vote, Diane Bandorski nominated Katie for Chair. Tom Croasdaile seconded the nomination. Vote unanimous among CPC. Katie accepted nomination and will continue as Chair of CPC. Michael Taylor volunteered to be Vice Chair and the CPC approved. Heidi Belongia remains as Secretary. Annette Lucchesi remains as the Mission Hawk.

IV. NEW BUSINESS

Feedback on Parish Communications (Pulpit Announcements, Bulletins, Websites). Father Tim and Father John expressed the common desire to improve communications efforts for the Parishes. The number of pulpit announcements – particularly in October – is the source of complaints by Parishioners. Announcements get to be too long trying to include all four Parishes. The Parish staff is in the process of formulating a new policy for pulpit announcements. Father Tim shared that “we will be fasting from announcements in Advent.” The announcements will be shorter and the number reduced to cover only Parish events that are immediate (the current weekend), things that are mission driven, a reminder for Parishioners to check website for more information, and will not include the item of the week for the River West Food Pantry.

Council discussed Google calendar availability on website. Planners need to use this tool and be aware of other events and potential conflicts when scheduling. CPC members can request/receive link to calendar by contacting Theresa Griesel. Ministry event planners should be encouraged to get dates on calendars as soon as possible. Parish secretary loads onto website calendar.

Bulletins were discussed briefly and should also push website use.

Suggestions were made for improvement of websites including, but not limited to, the inclusion of photos of Parish activities and council members, witness/testimony stories, etc.

SSPP leadership sends weekly email blasts limited to top five news items from website to encourage visits to website for more info.

Father Tim suggested that an ad hoc subcommittee of the CPC be formed to craft a PR/communication plan for IPCs to adapt. Possible additional communication tool would be a quarterly family-of-four newsletter. Father John and Theresa will be the liaison and resources support. This subcommittee will have one representative from

each Parish. Michael volunteered to chair the committee. Jim, Jonathan and Beth volunteered to be on the committee.

Action Item: Subcommittee to meet within the next few weeks to formulate a plan for improved communications among the family of four Parishes. This should then be shared at the February IPC meetings in order to receive input on the needs and expectations of each Parish. Subcommittee will report findings back to CPC at next meeting in March.

Additional Programs for Adults (Clergy Abuse Crisis). Listening sessions to discuss the clergy abuse crisis were held in October at all four Parishes. A total of 72 people attended. Attendees were also present from other Parishes without such an opportunity available. Staff members led these sessions and have shared the feedback received.

A document summarizing common themes has been shared with Archbishop Listecky, as well as the bishops and Vicar of Clergy for the Milwaukee Archdiocese. This document will be shared with Parishioners as an insert in the December 1-2 weekend bulletins. The Archdiocese's policies and procedures relative to this issue are on their website for anyone to access and review. The challenge is to maintain vigilance and share information.

Action Item: Father Tim and Father John will read a related message at Mass over the next three weekends. This will share the statement of requirements for all clergy, staff and volunteers who will be in contact with children in their roles at the Parishes. It will outline procedures to follow in cases of suspected abuse.

Evangelization (Annette Lucchesi). Annette reported that she is working to identify evangelization opportunities through the Archdiocese. She will be following through again with Rich Harter during a slower time. She would also like to have help to address this issue.

Reports from Father Tim and Father John: Father John reported on the three-day "Amazing Parish" conference held on October 17-19 which focused on empowering lay staff leadership. He stated that it was a positive experience for himself, Father Tim and staff members. One take-away was an improvement in how they conduct Parish staff meetings. They will cover one agenda item each week as set up by the team. They will come up with action items from their meeting. Meeting reports will be communicated to IPC/CPC members.

Father Tim explained the Seton Catholic Schools networking entity in relation to Catholic East. The Parishes still own and run the school, but Seton will provide support in the areas of performance and governance. Catholic East is considered to be a 2nd Core school. There had been problems with this organization previously – they were a hindrance and not a help – but they show promise with a new business model and new leadership and are working to turn things around. They are an umbrella over 3,000 students, with plans to reach 15,000 eventually. They are helping to recruit principals and teachers. They can provide training and leadership. With the help of this network, Catholic East will have greater resources from which to draw.

Father John clarified the issue of inviting Parish staff to attend IPC meetings. It is not appropriate to have them at IPC meetings. Staff members are only to attend CPC meetings.

Father Tim raised the issue of a staff adjustment. Andrew Musgrave has tendered his resignation from the position of Director of Social Justice Ministries. Father John and Father Tim are in the process of determining how to fill this position, and are in the process of discussing this with the Parish staff to realign job responsibilities and determine a job description.

Action Item: Katie will spearhead getting a card to Andrew on behalf of the executive committee.

Father Tim reported that all of the Parishes are viable and in good financial condition, with no deficits. He discussed the financial councils, that there is one per Parish. All four are good councils. Father Tim and or Father John attend each meeting. The 2019 budget process is underway. The City of Milwaukee has determined that we have to pay taxes on empty buildings well as our buildings that are rented to other entities (Tamarack and

Cramer). He continued by explaining that Jim Piotrowski has us covered and is staying ahead of this. The Parish may raise Tamarack's rent and is currently fielding an offer for the Cramer building.

The staff has been discussing projects, particularly in view of what the Parishes will be doing for Lent and almsgiving. It has been recommended that we reconnect with Habit for Humanity and purchase a Habitat House (\$50,000).

The Parish mission with Jeanne Cotter was well attended and successful.

Theresa Griesel was asked to share with the council what her role is on the Parish staff. She works part-time, oversees web communication, four Facebook pages, hosting and registrations. In addition, she provides tech support for the staff.

One More Thing / Upcoming Parish Events & Activities.

- Pancake breakfast at OLDP
- Taizé Prayer at SSPP
- Cookie Sale
- Habitat volunteers

V. **MEETING ADJOURNED**

VI. **CLOSING PRAYER**