

St. Francis of Assisi Joint Pastoral Council/Finance Council Meeting Minutes – Wednesday February 18th, 2021

Notation: This meeting was held as a Zoom Video Conference call.

Members Present - Pastoral Council: Wendy Nett, Michael Townsend, Dan Wagner, Brian Cvetezar, Bev Brandt, Taylor Geiger, Amy Dose, John Iannitello, Judy Denor, Michael Snell

Members Present - Finance Council: Jerilynn Gill, Denise Kitzerow, Andy Krajnek, Mike Salutz, Randy Miller

Non-voting Members Present: Fr. Doug LeCaptain, Pat Brandel, Deanne Kuenze, Fr. Ben Johnson

Mtg called to order at 6:30 by Wendy Nett: – Initial meeting Pastoral Council members only with Finance Council subsequently joining for joint session.

Prayer: Prayer to St Joseph

- First Order of Business, Accepting of Minutes from Dec 16, 2020 meeting
 - Pastoral Council Minutes - Motion made and seconded to approve minutes as presented Motion approved -Unanimous voice vote

- Second Order of Business – Homework - "From Christendom to Apostolic Mission" by University of Mary.
 - T. Geiger discussed his prior discussion, with others prior to PC service, about the book and shared those discussions among the group.
 - Fr. Doug shared some additional thoughts.

- Third Order of Business - Committee Reports:
 - None to report

- Fourth Order of Business – COVID Update
 - Fr. Doug asked the committee to share concerns/word within the Community - How are we doing? People do feel safe at church regarding COVID, no additional comments/concerns.
 - M. Townsend questioned, when COVID is over, what is our plan to get people back/active in church? Fr. Doug mentioned this has not been discussed in over 6 months at Diocesan level.
 - Need to look at how to capitalize on that event (when COVID is over/things open up)- emphasis on REJOICE!
 - Ideas PC discussed include:
 - Congregating- togetherness, singing/worship
 - Something outside of church? Big Party (Ruthann was planning something), like picnic.
 - May be an opportunity to gather others from (Protestant) to Catholicism.
 - Sponsor/be present at events at other places (like in schools).
 - Open house mass
 - Form subcommittee for ideas/framework. If desired to be on committee, email Wendy Nett & Fr. Doug.

FOLLOWING ARE TOPICS DISCUSSED AS JOINT PASTORAL AND FINANCE COUNCILS

- Fifth Order of Business - Financial Update - Within Budget which reflects a 10% decrease from previous year
 - Conservative approach used, cut expenses where possible, without estate money, would have a \$70,000 loss. Also planning to have PPP loans forgiven. PPP will change from loan to income when it's forgiven.
 - Begin thinking about items to add/increase next budget, i.e. increase in staff personnel, typically start budget process March/April/May
 - Fr. Doug requested to add to next month's agenda-discussion of things to add/change for next year's budget
 - Motion to accept budget by Bev Brandt, Seconded by Judy Denor, none apposed, Budget approved by Parish Council as written.

- Sixth Order of Business - Advent Day of Retreat & Christmas - Feedback and Insights
 - Overall surprised at how few people for Christmas 1pm mass @ Waldo
 - May have been a good idea to have signup to know capacity/how full it was
 - Need to allow for last minute changes/people to come even if didn't sign up
 - Some people felt Thanksgiving Mass was too many people

- Seventh Order of Business - Review Lent 2021 Plan - Feedback
 - Parish Masses all at GRAND so parish can have overflow
 - Doing a day of reflection retreat again- well received during advent
 - 1% challenge card to get people praying from scripture. Comments- very easy "recipe", tangible, realistic. Great tool. Way to build a good habit through/past Lent. Good to have an accountability partner. Encouraged some to additional prayers/scripture
 - PC/FC members encouraged to provide feedback if needed

- Eight Order of Business - Suggestion to have a sign up for Easter
 - If sign up is required, need to clarify that parishioner won't be turned away
 - If parishioner did sign up, not a guaranteed seat in a pew
 - Would need to say the purpose is to gather total number & help to plan for overflow.
 - Also discussed, don't do the sign up, be prepared for overflow; some people don't have (computer) access to sign up
 - Joint Session Informal votes on how to proceed:
 - Do Sign up: 2
 - Neutral: 3
 - No sign up: 7

- Ninth Order of Business - Annual Meeting - Feedback
 - No questions came in after via email/phone
 - Virtual Numbers: 689 Facebook, 284 YouTube/Website = 973 (no guarantee that they viewed the entire presentation)
 - Presentations were well done; more informative. Was more formal because it was pre-recorded.
 - Recommendation for next year
 - Back to how we did 2019 (all in person, recorded and posted later). In 2019
 - Did this year - pre-record and release (totally virtual)

- Blended - record ahead of time, play at a gathering w social (blended model)
 - Added 4th option: In person presentation with livestream recording (like currently doing for mass now). Can also add social gathering afterward.
 - Joint Session Informal votes on how to proceed:
 - Back to 2019 format: 0 votes
 - Like 2021 prerecorded & released: 1
 - Blended: 2
 - In-person with livestream: 7
- Tenth Order of Business - Media Upgrade at Grand
 - Proposals/Options:
 - #1 Total Upgrade- Camera Corner: 2 add'l screens on side of large screen. Cadillac version with everything, all bells/whistles ~\$73,000+.
 - #2: Total Upgrade- Northern Sound: no screens, lower arch and then use (off white) screen paint to project on walls. Would need to paint the whole wall. ~\$60,000
 - #3 (Partial Upgrade): only new computer, camera, projector & lens; mainly changes in the balcony. Staying with the center screen ~\$27,000
 - Additional info:
 - all would be better streaming live feed to Facebook & Youtube
 - software is much simpler; look to upgrade other 2 sites computers; easier to run media
 - options 2 & 3 IT guy would be involved
 - plan for no significant changes to parish buildings worship space
 - Questions from PC included:
 - Camera controller, do they make one that controls less than 100 cameras?
 - how are we paying for it?
 - why not use TVs/displays? Need to be large, costs would be astronomical- certain size TV would need to reinforce wall, and would require extensive cables/wiring from computer to TV display, etc. Quote: 90 inch TV \$7,400.
 - Going with option 3 due to lowest cost and can implement nearly immediate.
 - Parish Council in agreement. No opposition.
- Eleventh Order of Business - Moving Parish Offices to Waldo
 - Feedback PC/FC - best in current space, wish list...
 - i. Sit down space to meet with front desk person
 - ii. Lots of short term pick up drop off, pick up
 - iii. Door divides off back office from entrance area
 - iv. Location of the mail room so volunteers can access
 - v. Records room - fireproof room/closet?

- vi. Mission priority given to space
- Scrip - volunteer desk upfront for sales and pick up
 - Not have Scrip sales and office space together
 - Develop more efficient plan for running the program, including volunteers
 - Encourage SCRIP Now program
 - Suggestion to keep the top producers (80 - 20 rule)
 - Review again in a year
 - Suggestion: Try again, the after mass \$20 Quick Sales of Grocery & Gas cards
 - Primary benefits go to school - parish part of helping families with tuition costs
- Pat Brandel meeting with contractor to put estimated cost together; should have in ~ 3 weeks. May be \$100,000 +
- Pat is showing small passionate group St Boniface site (Tuesday afternoon), give them 1 last opportunity to give sufficient financial / business plan for that site to maintain. Need firm commitment from that group to maintain, financially (time, talent, etc). Their plan cannot impede/lay more work/burden on SFA staff, but would strengthen SFA.
- Vocal proponents - letter opposing the change of St Boniface site to secular use. Has been going on for years.
- Background: Put out notification, 5 letters came in, Bishop needs strong case to go to Rome if needed (why we don't need that site, gave opportunity to people to preserve the site as a historical site).
- Questions from PC/FC:
 - If sold to the group (profane but not sorted) cannot do sacraments or mass there.
 - Fr Ben asked if Fraternity & Institute would be interested? Not interested in organizing/putting it together or taking it over.
 - Pat shared that the Bishop has tried to also reach out to other groups if they are interested in the site.
 - Deadline/timeline? Fr. Doug & Pat to decide on a deadline. Open to suggestions for a reasonable deadline

Next Meeting: March 17, 2021

6:00 p.m. Finance; 6:30 p.m. Parish Council with joint topics

Closing Prayer

Meeting Adjourned at 8:15 p.m.

Respectfully Submitted: Michael Townsend