St. Cecilia Pastoral Council Minutes  
Tuesday, April 28, 2015, 7:00 pm, Social Hall

Present: Father Jim Secora, Todd Clancy, Rick Brimeyer, Bill Haas (Stewardship), Ric Nelson, Joel Rogers, Jim Stuart, Cyndi Volcko, Jacob Hess (Youth Representative)

Excused: Tim Simodynes, Mark Moore (Finance Council), Tina Colburn (Faith Formation Council), Steve Hustedt (Catholic School Board liaison), Adriana Hernández de Alvarez, Adriana Alvarez (Youth Representative)

Staff: JoAnne Dalhoff, Bob Hauser

1. Call to Order by Todd at 7 pm.
2. Prayer/Reflection/Discussion – Ric N. read the Gospel for the upcoming Sunday (May 3)
3. Agenda Changes – none required
4. Approval of Minutes – three changes were identified and made
5. Visioning Update
   a) Stewardship Visioning Initiatives Update, presented by Bill Haas. The 2015 Stewardship initiatives are:
      1. Develop, implement and annually review a parish Stewardship Plan for time, talent, and treasure. The implementation of this will focus less on teaching/learning about stewardship and more on living of a stewardship life.
      2. Implement processes for recruiting, forming, placing and retaining lay leaders (shared with Faith Formation) with an emphasis on person to person interaction.

      Bill recognized Char V. for her input and Todd C. and Jim S., PC liaisons, for their contributions to Stewardship efforts. Bill ranked both initiatives at “green to yellow.”

      2015 Parish Stewardship Action Plan – a detailed plan had been given to PC members at last month’s meeting for review. By consensus, approval was granted to the plan.

      Bill’s suggestion that the Pastoral Council study the publication, Stewardship: A Disciple’s Response, was well received. This will commence with the June meeting.

   b) Parish Mission Statement – Discussion was held on the proposed change to the current Mission Statement. Rick B. had submitted three options prior to the meeting for members to consider. Bill H. offered a fourth option. They are as follows:
      a. Formed by the Word of God...
         United by the Holy Eucharist...
         Enlivened by the Holy Spirit.

      b. We are a Roman Catholic Community:
         Formed by the Word of God...
         United by the Holy Eucharist...
         Enlivened by the Holy Spirit.

      c. We are a Roman Catholic Community:
         Formed by the Word of God...
         United by the Holy Eucharist...
         Enlivened by the Holy Spirit for service and mission.
It was determined, by consensus, that the list of four be pared down by polling members to indicate their preference. Based on that process, b) was eliminated, leaving a), c), and d) for future consideration.

6. Old Business
   a) Klingseis Bequest Immediate Use Portion – Joel is working on setting up a meeting at this time.
   b) Approval of Changes to Pastoral Council Bylaws (presented in March) – The only item noted for change was the elimination of an inadvertent number at the bottom of page 3. Father Secora noted that the Addendum that was received from the Archdiocese had already been incorporated in the parish document. Joel R. moved that the Bylaws be accepted, seconded by Rick B. Motion carried by a unanimous voice vote.
   c) Facilities Expansion Planning Committee – this group plans to meet in May
   d) Parish Elections – Cyndi reported that the process is going well. PC has 8 candidates, Faith Formation Council has 4, and Catholic School Board has 2. Elections will take place May 16/17.
   e) Tithing Parish Subcommittee – Todd continues to pursue input from the Finance Council

7. New Business – Upon request, Father Secora described the amicable circumstances under which Tom Primmer decided to leave the Faith Formation Director’s position. Father also provided a brief update on the application process for that staff position and the status of applications received thus far.

8. Committee and Board Reports – the following comments were provided in addition to the reports provided in the reading packet
   d) Social Justice Committee – in moving toward a sister parish relationship, it was suggested by Fr. Secora that St. Patrick’s in Cedar Falls be contacted for a copy of their sister parish coordinator job description
   e) Parish Life – Rick reported that PL recommends an update of biographical info on all PC, FFC, and CSB members following the May elections. Rick also noted that Dan and Patty Willadsen assumed the duties of Greeter Coordinators. Thank you to Rick and Janet Brimeyer for their years of service in this area.
   g) IT – no report, group will meet April 29 with Scott Walker to establish priorities

9. Other Business and Comments
   a) Within the Stewardship presentation Father noted that 18 funerals had been celebrated so far in 2015. He complimented the Bereavement Committee leaders, Jackie Zbaracki and Mary Christy, and the folks involved in the ministry for their outstanding hospitality.

11. Adjourn – Todd adjourned the meeting at 8:36 pm.

Next Pastoral Council Meeting: Tuesday, May 26, 7 pm, Social Hall
Prayer & In-Service: ??
Visioning Update: Parish Life
<table>
<thead>
<tr>
<th>Time</th>
<th>Item</th>
<th>Presenter</th>
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<tbody>
<tr>
<td>7:00 pm</td>
<td><strong>1. Call to Order</strong></td>
<td>Todd C</td>
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<tr>
<td>7:00</td>
<td><strong>2. Prayer/Reflection/Discussion (John 15:1-8)</strong></td>
<td>Ric N</td>
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<td>7:20</td>
<td><strong>3. Agenda Changes</strong></td>
<td>Todd C</td>
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<td>7:22</td>
<td><strong>4. Review/Amend/Approve Minutes from last month’s PC meeting</strong></td>
<td>Todd C</td>
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<td>7:25</td>
<td>**5. <strong>Visioning Update</strong></td>
<td>Bill H</td>
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<tr>
<td></td>
<td>a) Stewardship Visioning Initiatives Update</td>
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<td></td>
<td>b) Application for ICSC Certification as a Stewardship Parish</td>
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<td>c) 2015 Parish Stewardship Action Plan</td>
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<td></td>
<td>d) Parish Mission Statement</td>
<td>Rick B</td>
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<td>7:45</td>
<td>**6. <strong>Old Business</strong></td>
<td>Joel R</td>
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<tr>
<td></td>
<td>a) Klingseis Bequest Immediate Use Portion</td>
<td>Todd C</td>
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<td>b) Approval of Changes to Pastoral Council Bylaws (presented in March)</td>
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<td>c) Facilities Expansion Planning Committee (Jan. 29 last mtg)</td>
<td>Todd C</td>
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<td>d) Parish Elections</td>
<td>Cyndi/Jim S</td>
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<td>e) Tithing Parish Subcommittee report/discussion</td>
<td>Char/Mark</td>
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<td></td>
<td></td>
<td>Todd C</td>
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<td>8:05</td>
<td>**7. <strong>New Business</strong></td>
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<td>a)</td>
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<td></td>
<td>b)</td>
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<td>8:10</td>
<td>**8. <strong>Committee and Board Reports (provided in packet)</strong></td>
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<td></td>
<td>a) Liturgy Committee – Cyndi Volcko</td>
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<td>b) Faith Formation – Tina Colburn / Joel Rogers</td>
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<td>- Catholic School Board – Steve Hustedt</td>
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<td>c) Stewardship Committee – Bill Haas / Jim Stuart</td>
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<td></td>
<td>d) Social Justice Committee – Todd Clancy</td>
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<td>e) Parish Life – Rick Brimeyer</td>
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<td>f) Finance Council – Mark Moore / Ric Nelson</td>
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<td>g) Business Manager – Char Van Kerckvoorde</td>
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<td>- IT Committee – Bill Haas</td>
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<td>h) Hispanic Community update – Adriana Hernández de Alvarez</td>
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<td>8:20</td>
<td>**9. **Other Business and Comments</td>
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<td></td>
<td>a)</td>
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<td>8:25</td>
<td>**10. **Closing Prayer</td>
<td>Ric N</td>
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<td>8:30 PM</td>
<td>**11. **Adjourn</td>
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Next Pastoral Council Meeting: Tuesday, May 26, 7pm, Social Hall  
Prayer & In-Service: **need volunteer**  
Visioning Update: Parish Life
Draft Minutes
St. Cecilia Pastoral Council
Tuesday, March 24, 2015, 7:00 pm, Social Hall

Present: Father Jim Secora, Tim Simodynes, Todd Clancy, Rick Brimeyer, Cyndi Volcko, Bill Haas (Stewardship), Ric Nelson, Joel Rogers, Jim Stuart, Mark Moore (Finance Council), Tina Colburn (Faith Formation Council), Steve Hustedt (Catholic School Board liaison), Adriana Hernandez de Alvarez, Adriana Alarez (Youth), Cyndi Volcko

Absent: Jacob Hess

Staff: Deacon Alan Christy, Bob Hauser

Guests: Mary Ross (Social Justice Committee), Rosemary Wilson

1. Call to Order by Tim S. at 7:04 pm

2. Prayer/Reflection/Discussion – Cyndi introduced Rosemary Wilson who has recently been trained for the Catechesis of the Good Shepherd (CGS), which provides formation in faith utilizing a model based on Montessori principles. Rosemary led group reflection based on CGS method. Isaiah 12:2 was read, and members were asked to identify a word that stood out, why that word, and to consider what God was asking given those responses.

3. Agenda Changes were determined in order to improve the efficiency of the evening’s session, and approved by consensus.

4. Approval of minutes from the January meeting was achieved through consensus following a motion by Rick B, seconded by Todd. Recommendations for improving the content of February’s work session were made and inserted into that report.

5. a) Visioning Update – Mary Ross from Social Justice (SJ) reviewed their initiatives:

   1) Education committee members – green (on track); time is set aside at each monthly meeting for this including the study of the document, “Faithful Citizenship”

   2) Education of the parish – green (on track); several avenues are utilized and include quarterly parish newsletter, SJ bulletin board, Third Sunday Black Bag informative announcements, communication of events and SJ news in the weekly bulletin. SJ is currently working with Faith Formation to provide a social justice program in adult faith formation, hopefully next Fall.

   3) Establishment of a Sister Parish relationship – yellow (on hold); overall, there is a desire to pursue, however, many details at diocesan and parish levels need to be identified and weighed

   4) The possibility of a new initiative to recruiting more SJ participants was mentioned – SJ committee is currently considering how to involve more parishioners in their ministry. It was noted that this aligns with a parish-wide initiative that was recently proposed to “implement processes for recruiting, forming, placing and retaining lay leaders.”

   Mary acknowledged Deacon Alan for his work on the housing project; the Food at First workers from St. Cecilia; and Cynthia Shriver for her thorough SJ monthly meeting minutes.

Because of Mary’s presence, SJ’s management of the tithed portion of the Klingseis bequeath was addressed. Motion by Rick B., seconded by Ric N, and accepted by consensus, the council stated its support and confidence in SJ’s ability to put the $108,000 set aside for this to good use.

b) Parish Mission Statement: The proposed mission, which has been well received by most, is “We are a Roman Catholic community: Formed by the Word of God - United by the Eucharist - Enlivened by the Holy Spirit for Service and Mission.” This will be discussed in greater detail at next month’s PC meeting.
6. Old Business

a) **Klingseis Bequest immediate use portion** – Joel, Cyndi, and Bill have met and discussed possible ways in which to use the $22,000 portion of the Klingseis gift that has been allocated to checking/savings for immediate use. They were encouraged to continue their efforts to find ways to recognize and celebrate the Klingseis gift in a manner that is beneficial to all parishioners such as artwork or worship-space fixture that enhances liturgical experience. A key part of the process will be offering parishioners opportunities to help determine how this portion will be used. Joel assumed leadership duties for this.

b) **Changes to Pastoral Council Bylaws** – Tim provided a draft that contained modifications for a first reading. Capitalization and spelling errors were identified. The “Vacancy” section was discussed to further clarify the intent of its specifications. Fr. Secora defined the term, “parish life coordinator.” Tim will provide updated/corrected copies before the April meeting.

c) **Facilities Expansion Planning Committee** – it was reported that Mark Hanson intends to set up a meeting in May to continue considerations on facilities expansion.

d) **Parish Elections** – Cyndi reported that all steps were on track. A candidate information session is offered at 6 pm, Thursday, March 26, 2015, in the Social Hall. Nomination deadline is April 12; elections are May 16/17.

e) **Tithing Parish Subcommittee** – Todd recommended that the Finance Council determine financial categories that do and do not measure tithing.

7. **New Business**

a) **Naming of “Saint Cecilia Ministry Endowment”** – Mark M. provided Finance Council’s recommendation that this name be applied to the new fund. This was approved by consensus

b) **Approval of Parish Budgets** – some minor changes to the proposed budget provided in the meeting packet were explained by Mark. The council approved by consensus after a motion was placed by Ric N. and seconded by Rick B.

c&d) **Application as a Stewardship Parish and 2015 Parish Stewardship Action Plan** – Bill H. called attention to attachments which provided information on each of these items, asking members to study each so that they could be addressed at the April PC meeting. Bill urged members to study the Application materials and share the pertinent areas (especially weaknesses) with the groups for whom they are liaisons for consideration and feedback. Optimism was expressed that St. Cecilia would be the first parish in Iowa to secure the designation as a Stewardship Parish.

8. **Committee and Board Reports**

a) **Liturgy Committee** – Cyndi noted that Liturgy is challenged by its initiatives

g) **IT Committee** – Bill noted, while Scott Walker is doing a good job, there are some problems with the web hosting company and that a replacement may be required.

h) **Hispanic Community** – Adriana sought guidance on scheduling a presentation on Postville.

9. **Closing Prayer** – Cyndi read John’s Gospel from Palm Sunday Procession.

10. **Meeting adjourned** by Tim at 8:49 pm

Next Pastoral Council Meeting: Tuesday, April 28, 2015; 7 pm; Social Hall
Prayer & In-Service: Ric N.
Visioning Update: Stewardship
# 2014-2015 Stewardship Action Plan

**DRAFT Feb. 12, 2015**

1. The indicated dates have little meaning. Activities must be coordinated with all the other activities that occur in the parish.
2. Major Stewardship items are indicated in BLUE. These need Father Jim’s attention for leadership, scheduling, coordination with readings, etc. Items needing Char V’s attention have PINK background. New items have GREEN background.
3. We also need to identify activities and parish organizations for which there are important opportunities/requirements for collaboration.

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<thead>
<tr>
<th>Proposed Date</th>
<th>Activity</th>
<th>Currently Performed</th>
<th>Responsible person /group</th>
<th>Collaborating group</th>
<th>Notes, Comments, Questions, Concerns</th>
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<tbody>
<tr>
<td>Feb 18, 2015</td>
<td>Stewardship of Prayer: Goal is to increase the fraction of parish members committed to regular, planned prayer / worship.</td>
<td>Adoration commitment weekend in the past</td>
<td>Father Jim + Adoration group leadership</td>
<td>Stewardship</td>
<td>Stewardship of Prayer activity conducted in August 2012. Lent, Corpus Christi, &amp; Advent are schedule possibilities. Prayer Rally + mini-ministry fair focused on prayer groups is another possibility.</td>
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<td>Possibly early to mid-April 2015</td>
<td>Plan for Ministry Fair – Update Time&amp;Talent Opportunities booklet. The purpose is to inform parish members concerning the activities/ministries that are available and to encourage/solicit their commitment to participate.</td>
<td>Once or twice in the past.</td>
<td>Stewardship Committee</td>
<td>Staff Parish Committees</td>
<td>Ministry Fair was conducted March 9/10, 2013. Soup supper included on March 9; Coffee &amp; Donuts included on March 10. Allow solicitation/follow-up on request, sign-up sheet.</td>
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<td>Possibly right after Labor day 2015</td>
<td>Parish sponsored Volunteer Appreciation Reception/Party for all volunteers – near Mardi Gras time.</td>
<td>Yes</td>
<td>Staff + Stewardship Committee</td>
<td>Standing Committees</td>
<td>Conducted in March 2013</td>
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<td>Work on drafting Sunday Bulletin material, Commitment Renewal brochure, form, Ask letters &amp; Thank you letters. (Time, Talent, Treasure Commitments)</td>
<td>Yes</td>
<td>Stewardship Committee</td>
<td>Bus. Mgr., Finance Council, Father Jim</td>
<td>Plan for the 3rd and subsequent years of the plan, 2015 &amp; following</td>
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<td>Possibly Oct – Nov 2015</td>
<td>Stewardship of Treasure: Goals are: 1) to increase the fraction of members who commit to regular, planned financial contributions; 2) increase offertory revenue by at least 10%. At St. Patrick’s, Cedar Falls, they put a “treasure box” under the altar to contain the names of those who pledged.</td>
<td>Yes, in 2013</td>
<td>Stewardship Committee + Fr. Jim, Pastoral Council + Finance Council</td>
<td>Conducted Aug-Nov 2014 with staff &amp; Stewardship Committee help. Commitment Sunday 20,21 September 2014. Conducted Aug-Oct 2013 with help from OSV – Commitment Sunday Sept 22/23, 2013. Witness talks at Commitment weekend Masses in 2013. Consider bringing offertory collection (symbol) forward at Offertory.</td>
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<td>Year-Round</td>
<td>TEACHING on Hospitality at all Masses some weekend + other occasions as desired</td>
<td>Previously, for liturgical ministers</td>
<td>Fr. Jim</td>
<td>Liturgy</td>
<td>Fr. Jim or Fr. John Haugen</td>
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<td>Year-Round</td>
<td>For each weekend Mass, include a stewardship prayer in the Prayer of the Faithful.</td>
<td>Yes, In 2013</td>
<td>Fr. Jim</td>
<td>Bob Hauser</td>
<td>Fr. Jim gave Bob Hauser a collection of ~100 of these; Bob will include one in each weekend Mass.</td>
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<td>Year-Round</td>
<td>Publish stewardship articles in Sunday bulletin and parish newsletter.</td>
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<td>Staff + Stewardship members</td>
<td>Social Justice</td>
<td>Begin to plan how Stewardship will use kiosk space. Need to revive parish newsletter (Kathy and Dawn are willing to help).</td>
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<tr>
<td>Year-Round</td>
<td>Provide on-going stewardship education through faith formation, homilies, flyers and various communications tools.</td>
<td>Yes, in 2013</td>
<td>Stewardship Committee</td>
<td>Fr. Jim, Faith Formation</td>
<td>Need specific ideas on how to plan, develop &amp; execute this.</td>
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<td>Year-Round</td>
<td>Newcomer’s welcome packet (present follow-up is good)</td>
<td>Yes</td>
<td>Staff + Welcoming Committee</td>
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<td>Try to establish initial face-to-face connection(s) with existing members in the neighborhood.</td>
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<td>Year-Round</td>
<td>Support/Encourage Operation Andrew and/or Thinking of Priesthood Day or similar. NOTE: St. Thomas Aquinas parish hosted a vocation discernment dinner in Feb 2013 &amp; Feb 2014.</td>
<td>Yes</td>
<td>Fr. Jim</td>
<td>Vocations Committee</td>
<td>Stimulate prayer &amp; thinking about vocations and to identify persons who may have vocations to serve as ordained clergy or consecrated religious. Help with invitations to Operation Andrew or similar events.</td>
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<td>Year-Round</td>
<td>Ask the Finance Council and Pastoral Council to consider moving toward tithing as a parish.</td>
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<td>Stewardship Committee + Social Justice</td>
<td>Finance Council, Pastoral Council</td>
<td>Consider Black Bag Offering as part of the total tithed by the parish. Each quarter publish how the parish tithe has been distributed (bulletin or newsletter)</td>
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<td>Year-Round</td>
<td>Remember clergy and staff on special days (birthdays, anniversaries). Fr. Jim does a good job of keeping us informed of the passing of clergy he knows.</td>
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<td>????????????</td>
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<td>We need ideas on how to do this……</td>
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<td>Prepare handout on cost and other characteristics of various giving options, including pros &amp; cons.</td>
<td>No</td>
<td>Bus. Mgr.</td>
<td>Stewardship Committee</td>
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<td>Make brochures available to encourage other forms of giving (e. g., STO, planned giving).</td>
<td>Yes</td>
<td>Planned Giving, Fin. Council</td>
<td>Staff Stewardship</td>
<td>STO bulletin insert distributed Oct 12/13, 2013 STO bulletin insert also distributed Oct 11/12, 2014</td>
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<tr>
<td>January</td>
<td>Year-end contribution statements sent to members</td>
<td>Yes</td>
<td>Staff</td>
<td>Finance Council</td>
<td>These need to contain a THANK YOU message.</td>
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<tr>
<td>Feb 2, 2015</td>
<td>National Vocation Awareness Week – TEACHING</td>
<td>Yes</td>
<td>Fr. Jim</td>
<td>Vocations Committee, Aitchisons</td>
<td>Be sure to include vocations to single life, married life.</td>
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<tr>
<td>Month</td>
<td>Activity</td>
<td>Completed?</td>
<td>Responsible Party</td>
<td>Notes</td>
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<td>March</td>
<td>Volunteer database is updated. It is kept current as people register but a grand update needs to be performed following collection of Time and Talent Commitment responses.</td>
<td>Yes</td>
<td>Staff</td>
<td>Completed post-Ministry Fair update in April 2013.</td>
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<td>April</td>
<td>Archdiocesan 3-in-1 Spring Appeal (Peter’s Pence, Catholic Relief Services, and Catholic Communications)</td>
<td>Yes</td>
<td>Archdiocese + Father Jim</td>
<td>Archdiocese sends letter to parish members.</td>
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<td>May</td>
<td>Spring Building and Grounds Maintenance Day</td>
<td>Yes</td>
<td>Char + Pastoral Council + K Cs + Stewardship</td>
<td>May 11, 2013 For the Fall as well? Check with Char.</td>
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<td>July</td>
<td>Contact lay witness speakers. Perhaps Father Jim to select/invite two persons/couples/families per year to speak at all weekend Masses. Consider having more lay witness talks (e.g., on other aspects of discipleship, stewardship, ministry, service).</td>
<td>No</td>
<td>Stewardship Committee</td>
<td>Todd &amp; Johna Clancy spoke on Commitment weekend Sept 22/23 2013. Dawn &amp; Matt Aitchison spoke 30,31 August, 2014. Jill &amp; John Sankovitch spoke Oct 4,5, 2014. Elin &amp; Terry Herrman have agreed to speak in 2015. ---Father Jim is open to this – would lean toward selecting lower visibility speaker(s); parish retreat might be helpful for identification. Practice is important.</td>
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<td>Mission appeals – These occur on a fairly random schedule (August-October are likely)</td>
<td>Yes</td>
<td>Fr. Jim</td>
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<td>September</td>
<td>Archdiocesan Fall 3-in-1 appeal (World Missions, Home Missions, Black and Indian Missions and Archdiocesan Hispanic Ministry. The Catholic University of America &amp; the Catholic Campaign for Human Development)</td>
<td>Yes</td>
<td>Archdiocese + Fr. Jim</td>
<td>Archdiocese sends the appeal letter directly to parish members.</td>
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<td>By end of September</td>
<td>Distribute comprehensive Annual Parish Stewardship report (Time, Talent, Treasure)</td>
<td>Yes/No</td>
<td>Staff + Ministry leaders + Stewardship Committee,</td>
<td>Consider brief talks on the content of the comprehensive report.</td>
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<td>October, November</td>
<td>Send out Stewardship of Treasure thank you letters (as commitments are received). Publish summary report in bulletin.</td>
<td>Yes, in 2013</td>
<td>Stewardship Committee + Fr. Jim, + Staff</td>
<td>In 2013 all was done by staff + OSV-IOP. Done by Stewardship Committee, staff &amp; Heuss Printing in 2014</td>
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<td>November</td>
<td>Clergy and religious appreciation weekend.</td>
<td>Yes</td>
<td>Vocations Committee + Staff</td>
<td>SCCCCW has been hosting this. Nov 10, 2013; Nov 8,9, 2014. Contact = Darlene Bovee.</td>
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<td>November</td>
<td>Assist with Saint Cecilia Feast Day activities</td>
<td>Staff</td>
<td>CFM took responsibility for Pasta Buffet Nov 18, 2012.</td>
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<tr>
<td>December</td>
<td>Retirement Fund for Religious (Collection)</td>
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<td>CFM took responsibility for Pasta Buffet Nov 18, 2012.</td>
<td>A national campaign organized by the USCCB</td>
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APPLICATION FOR ICSC STEWARDSHIP PARISH CERTIFICATION

A true “stewardship parish” recognizes the living presence of Christ in their midst, and sets out to steward this gift of God to all of humanity. A stewardship parish receives and delights in this greatest of gifts, and then offers the abundance of life and love that flows from Him to the parishioners of the parish. Once parishioners recognize the gifts they have received, they can joyfully share them, knowing that they have been given for a purpose. This ICSC self-assessment tool is meant to help each parish evaluate its stewardship way of life with Christ in their midst.

Rank your parish below by circling the number that is closest to where your parish is for each item – 1 - nothing in place, 2 - plans made, but not yet in progress, 3 - in progress of instituting, 4 - in place for less than 1 year and 5 being fully in place for 1 year or more and measurable progress.

1. **Goal: Christ-Centered Community**

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- Increase in attendance at daily and Sunday liturgies (using annual Mass counts)
- Regular Schedule for Adoration of the Blessed Sacrament
- Increased recognition of Stewardship as a way of life with Christ in the Church
- Growth of spirituality in the parish, including increased personal devotion and more frequent reception of the Sacrament of Penance
- Parish strategic planning is intentional about seeking the guidance of the Holy Spirit and includes fostering Stewardship as a way of life as a vital part of the parish plan
- Growth in the RCIA program
- Additional comments:

2. **Goal: Stewardship Outreach**

a) How does the parish share stewardship resources of time, talent and treasure lovingly in justice with:

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- Individuals in need
- Local poor
- Local community
- Diocesan community
- National community
- Worldwide community
- Additional comments:

b) How does the parish show that it is a good steward of:

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- Creation
- Vocation
- Church
- Mission
- Additional comments:
Rank your parish below by circling the number that is closest to where your parish is for each item
1 - nothing in place, 2 - plans made, but not yet in progress, 3 - in progress of instituting,
4 - in place for less than 1 year and 5 being fully in place for 1 year or more and measurable progress.

3. **Goal: Spirituality/Worshipping the Lord**
   - Witness talks/Reflections periodically by parishioners who are stewards of Christ’s life and love
     | Low | High |
     | 1   | 2    |
   - Superb homilies with Stewardship themes regularly emphasized
     | 1   | 2    |
   - Inspiring and excellent music at all Masses
     | 1   | 2    |
   - Financial offerings brought up in the offertory procession, showing the link between the sacrificial offering of the people and the Lord
     | 1   | 2    |
   - Parish encourages prayer focused on asking for the grace to live as good stewards (prayer cards, prayer at parish meetings, prayer at home, reciting a stewardship prayer together at Mass)
     | 1   | 2    |
   - Additional comments:

4. **Goal: Communications**
   - Bulletin Insert on Stewardship on a ‘regular’ basis
     | 1   | 2    |
   - Weekly Stewardship bulletin columns
     | 1   | 2    |
   - Parish Stewardship video
     | 1   | 2    |
   - Monthly or quarterly parish newsletter highlights Stewardship stories, opportunities, prayers, initiatives
     | 1   | 2    |
   - Weekly offertory accounting including external tithe in bulletin
     | 1   | 2    |
   - Website weaves stewardship references throughout (beyond T/T&T commitment)
     | 1   | 2    |
   - Parish annual report that includes every aspect of stewardship
     | 1   | 2    |
   - Parish uses social media to engage more of the parish community
     | 1   | 2    |
   - Additional comments:

5. **Goal: Forming Stewardship Leaders**
   - Parish Leadership (Stewardship Commission, Pastoral Council, Finance Council, etc.) regularly studies the Pastoral Letter and other Stewardship resources/continues Stewardship formation
     | 1   | 2    |
   - Stewardship Commission meets regularly
     | 1   | 2    |
   - Parish mission statement indicates a mature understanding of Stewardship as a way of life and that includes the stewardship vision set out in the Bishops’ pastoral letter
     | 1   | 2    |
   - Goals and objectives relating to stewardship are prayerfully set by the stewardship commission in concert with the pastoral council and pastor
     | 1   | 2    |
   - Parish leaders regularly attend ICSC or regional Diocesan Stewardship Conferences and events
     | 1   | 2    |
   - Additional comments:
Rank your parish below by circling the number that is closest to where your parish is for each item –  
1 - nothing in place, 2 - plans made, but not yet in progress, 3 - in progress of instituting,  
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6. **Goal: Generous Welcoming/Hospitality for All**
   - Greeters at every Mass who greet people by name  
     Low: 1 2 3 4 5
   - Hospitality regularly after (all) Masses, to allow fellowship and further engagement with parish  
     Low: 1 2 3 4 5
   - Registration for new parishioners is easily accessible  
     (welcome table, welcome info in pews)  
     Low: 1 2 3 4 5
   - New parishioners are offered an orientation/official welcome by welcome committee  
     Low: 1 2 3 4 5
   - Visitor guide/newcomer’s package/basket  
     Low: 1 2 3 4 5
   - Committed lay leaders and parishioners offer genuine friendship and welcome to newcomers into the works of parish life  
     Low: 1 2 3 4 5
   - Important days in people’s lives are celebrated (e.g., cards or bulletin announcements on birthdays, wedding and baptismal anniversaries, etc.)  
     Low: 1 2 3 4 5
   - Additional comments:

7. **Goal: Education/Stewardship Catechesis**
   - Stewardship is an integral part of the parish school, religious ed curriculum (incl. teens) and children’s liturgy  
     Low: 1 2 3 4 5
   - Adult religious education programs include stewardship formation and themes  
     Low: 1 2 3 4 5
   - RCIA teaches stewardship as a way of life with Christ in his Church  
     Low: 1 2 3 4 5
   - Young Adult programs include stewardship themes  
     Low: 1 2 3 4 5
   - Annual parish mission with stewardship theme  
     Low: 1 2 3 4 5
   - Small Christian communities offered/.followed up/guidance offered  
     Low: 1 2 3 4 5
   - Additional comments:

8. **Goal: Stewardship of Time and Talent**
   - Annual Stewardship commitment renewal (either combined with Treasure or not)  
     Low: 1 2 3 4 5
   - Annual or quarterly Ministry fairs or other Ministry Awareness activities  
     Low: 1 2 3 4 5
   - Annually updated ministry guide  
     Low: 1 2 3 4 5
   - Volunteers are thanked/shown appreciation/recognized  
     Low: 1 2 3 4 5
   - Opportunities for parishioner gifts discernment is encouraged and offered  
     Low: 1 2 3 4 5
   - Giving of time and talent to the wider community at large is recognized as good stewardship  
     Low: 1 2 3 4 5
   - Annual commissioning/blessing of ministers  
     Low: 1 2 3 4 5
   - Additional comments:
Rank your parish below by circling the number that is closest to where your parish is for each item – 1 - nothing in place, 2 - plans made, but not yet in progress, 3 - in progress of instituting, 4 - in place for less than 1 year and 5 being fully in place for 1 year or more and measurable progress.

9. **Goal: Stewardship of Treasure**
   - Annual Stewardship commitment renewal (either combined with time and talent or not)  
     | Low | High |
     | 1   | 2    |
     | 2   | 3    |
     | 3   | 4    |
     | 4   | 5    |
   - All parishioners are sent envelopes monthly (unless they’ve requested otherwise)  
     | Low | High |
     | 1   | 2    |
     | 2   | 3    |
     | 3   | 4    |
     | 4   | 5    |
   - Children’s envelopes available  
     | Low | High |
     | 1   | 2    |
     | 2   | 3    |
     | 3   | 4    |
     | 4   | 5    |
   - Electronic giving encouraged/made easily accessible  
     | Low | High |
     | 1   | 2    |
     | 2   | 3    |
     | 3   | 4    |
     | 4   | 5    |
   - Commitment reminder letters  
     | Low | High |
     | 1   | 2    |
     | 2   | 3    |
     | 3   | 4    |
     | 4   | 5    |
   - Contributors are regularly thanked  
     | Low | High |
     | 1   | 2    |
     | 2   | 3    |
     | 3   | 4    |
     | 4   | 5    |
   - Parish gives at least 5% of parish income to charities (not counting special collections)  
     | Low | High |
     | 1   | 2    |
     | 2   | 3    |
     | 3   | 4    |
     | 4   | 5    |
   - Promotes Planned Giving regularly  
     | Low | High |
     | 1   | 2    |
     | 2   | 3    |
     | 3   | 4    |
     | 4   | 5    |
   - Appreciation for the fact that offerings of treasure should not be limited to parish-based gifts. Stewardship covers ALL aspects of our lives and ALL areas of our world  
     | Low | High |
     | 1   | 2    |
     | 2   | 3    |
     | 3   | 4    |
     | 4   | 5    |
   - Additional comments:

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Please provide the following for contact information:

Name __________________________ Title: __________________________

Phone __________________________ Email __________________________

Parish __________________________

Parish Address __________________________

(Arch)Diocese __________________________

Name of Pastor __________________________

Signature of Pastor/or person submitting for certification __________________________

Return this form to Debra Leaverton, ICSC Parish Committee for Stewardship Education and Services, Certification Subcommittee, dleaverton@oc-foundation.org.

This list of objectives is inspired by the book, 'Keeping Stewardship Alive: Proven Stewardship Ideas, from the ICSC and other Stewardship resources. 'Keeping Stewardship Alive is full of great ideas you can implement to become an ICSC Certified Stewardship Parish – available at www.catholicstewardship.org.

**The ICSC Committee for Parish Stewardship Education and Services will review the parish’s self-assessment and provide feedback and suggestions to help the parish deepen its understanding and practice of stewardship as a way of life. ICSC will be the sole determiner of whether a parish has met the criteria or not.**
Proposal to change the St. Cecilia Parish Mission Statement
Submitted by Rick Brimeyer
April 2015

Current Mission Statement:

Saint Cecilia Parish is a Roman Catholic community, formed by the Word of God, united by the Holy Eucharist and enlivened by the Holy Spirit. By our commitment to the teachings of Christ and His Church, the sacraments and charity, our parish strives to build up the body of Christ through worship, life-long faith formation and evangelization.

Propose change to:

Formed by the Word of God …
United by the Holy Eucharist and …
Enlivened by the Holy Spirit.

Two other options have been submitted, both of which I believe contain redundancies:

We are a Roman Catholic community:
Formed by the Word of God …
United by the Holy Eucharist and …
Enlivened by the Holy Spirit.

We are a Roman Catholic community:
Formed by the Word of God …
United by the Holy Eucharist and …
Enlivened by the Holy Spirit for service and mission.
Dear Cindy,

The new mission statement is so succinct! You mentioned that someone thought it might be too passive. But mission statements alert and rally people. So I understood it in the "vocative" voice of Latin. It addresses us in clear terms of who we are because of what Christ is doing in and among us.

"Formed" calls us Christ-taught, knowing His ways so that we are "in-formed" enough to show some of His dispositions in our own habits, appreciations and projects, but especially in our family life. Some people may not like or understand us for this unmistakeable focus on Christ even though we are far from perfect.

By the actual and sanctifying graces of God, only persons, families and the Church have "form" in the sense in which St. Thomas Aquinas used it. He meant there is an inner reality so strong, it produces material reality in space and time. Souls are the life of persons; permanent, faithful, man and woman marriage open to children produces substantial families; and the Holy Spirit is the life of the Church. We must be experts in appreciating these realities because our world has no idea they exist, yet they are desperately searching for them. When we teach our little ones to pray and make the sign of the cross etc., we are helping them form their souls, strengthening our families, and building the Church all at the same time. Every time we call forth their baptismal gifts of faith, hope and love we are forming them.

"United" rallies the baptized attending Sunday Mass regularly. (Actually we are united to the church every time we attend Mass in the state of grace, but Sunday is the day Christ commands us to keep holy in this certain way.) Sunday (and Saturday evening) Mass is the centerpiece of the Vatican II documents. Our lives are to be lived in such a way as to be summed up and recapitulated by our next Sunday Mass. And we go out to our world with our Lord's sustenance from there. Such a high point in our lives unites us to our Risen Lord no matter how tired or discouraged we may otherwise be.

"United" is imaged for us in our processional cross. Christ gathers us to Himself at Mass. This identity allows us to speak with our families about a beloved "we" - the Mystical Body of Christ - His Church. Christ spoke to St. Francis from a cross like this asking him to "Rebuild my church."

"Enlivened" addresses us as living by Christ's own eternal life and love. The gifts and fruits of the Holy Spirit invigorate us in all simplicity, to live lives that matter. Thinking and loving like Christ does in the Beatitudes begins to shape our lives. The sacraments and Catechism are sure guides for growth.

Enlivened means we can love others deeply and well across the usual boundaries. We have an instinct for the spiritual and corporal works of mercy even though we are sinners ourselves. By the grace of God we have spiritual and emotional dispositions for encountering persons as persons, no matter what we see outwardly. We are helping our culture realize that unborn babies, dying elderly, frozen embryos, comatose and unwanted people are unrepeatably dear persons too.

By consensus, we try to give our children what used to be called "childhood." We protect their innocence and respect their innate natural development as boys and girls. Our teaching staff helps parents train their children in personal integrity and in holiness. We want the children of our parish to be fully alive with the Risen Life of Jesus. I'm sure you have better ways to describe your statement. But these came to my mind because our library is working toward the same things, with a motto as close to the language of families as we could get when we started: Remember! Rejoice! Proclaim!

Thanks for all your hard work. I'm sure God will bless it and all of you, Rose Tondra
Preamble

We, the pastor/parish life coordinator and members of St. Cecilia Parish, Ames, Iowa, recognize that we are called to union with God not merely as individuals but as a holy community, the People of God. The Spirit has given a variety of ministries and gifts to this community, which enables all to work for the good of the whole.

Formed by the Word of God, we recognize our unity of faith and love, and we accept our common responsibility for the mission of Christ. To proclaim our unity of mind and purpose and to more effectively perform our responsibilities to God and neighbor, we unite to form a parish Pastoral Council.

We affirm and accept communion with the Archbishop of Dubuque and with our pastor/parish life coordinator. We declare ourselves willing to accept their authority and to share their pastoral concerns so that together we may carry out the saving mission of the Church.

Article I. Name
The name of this body is: The Pastoral Council of Saint Cecilia Parish.

Article II. Nature and Purpose

Section A. Nature
The Pastoral Council offers counsel to and collaborates with the pastor/parish life coordinator to provide the long-range planning which will guide the parish toward its future.

Section B. Purpose
1. To facilitate a process by which the mission of the parish is determined and to serve as stewards of that mission.
2. To implement the mission by engaging in pastoral planning, which includes assessing parish needs, identifying resources, determining priorities.
3. To collaborate with the Finance Council to maintain appropriate stewardship in implementing the mission of the parish.

Article III. Membership
Membership consists of those who are ex officio and of registered parishioners who are elected or appointed as delineated in the bylaws.

Article IV. Officers
The officers of the Pastoral Council are: the pastor/parish life coordinator, the chair, the vice chair, and the secretary.
Article V. Executive Committee
The officers of the Pastoral Council constitute the executive committee.

Article VI. Meetings
Meetings are held regularly as specified in the bylaws.

Article VII. Committees
The required standing committees are defined in the bylaws. The chair appoints ad hoc committees as needed.

Article VIII. Amendments
Because a constitution is a foundational document, any amendments to this constitution require a vote as delineated in the bylaws and approval as specified in the norms for pastoral councils.
Article I. Membership

Section A. Ex Officio Members
The pastor/parish life coordinator is an ex officio non-voting member of the Pastoral Council. The chair of the Finance Council and a member of the Faith Formation Commission, Catholic School Board, and Stewardship Committee are ex officio voting members of the Pastoral Council.

Section B. Appointed Members
The pastor/parish life coordinator may appoint to the Council registered parishioners who are baptized, confirmed, and practicing Catholics. Appointed members, who are voting members, shall constitute no more than one-third of the total membership of the Council. Two (2) confirmed, high school students shall be appointed to serve as youth representatives on the Council.

Section C. Elected Members
Registered parishioners who are baptized, confirmed, and practicing Catholics are eligible for election to the Council, as well as for voting in the elections, unless they are impeded by Church law from holding office. The Pastoral Council will include nine (9) elected adult members.

Section D. Resource Persons
Permanent deacons and pastoral staff serve as resource persons to the Council.

Section E. Election Procedure
1. Elections are held annually on or before the third Sunday of May.
2. Nominations are sought publicly from all registered parishioners.
3. The executive committee of the Pastoral Council determines and promulgates election procedures.

Section F. Terms of Members
1. Terms of elected members begin with the June meeting following the election and run for a period of three years.
2. Terms of adult appointed members begin at the time they are appointed by the pastor/parish life coordinator and run for a period of three years.
3. Members serve no more than two consecutive terms to which they have been elected or appointed.
4. Each spring a confirmed high school sophomore youth representative to the Pastoral Council is appointed for a term of two years, resulting in two youth representatives with staggered terms.
5.
Section G. Vacancy
1. A vacancy may occur by death, resignation, termination of membership in the parish, or by incurrence of an ecclesiastical penalty (as defined in canon law) rendering a person ineligible for office.
2. Membership on the Council may be terminated for cause by a vote of at least three-fourths of all the members of the Pastoral Council present and voting at any regular or special meeting of the Council.
3. A member who is absent from three meetings, or developing a pattern of frequent absences, may be asked to reconsider membership on the Council. The chair or a delegate will approach this member to mutually assess continued membership.
4. A vacancy left by an elected member will be filled by a parishioner who is elected by the Pastoral Council at the next Pastoral Council meeting. The newly elected member will serve the remaining time on the vacated term.
5. A vacancy left by an appointed member will be handled in one of three ways:
   a. The pastor/parish life coordinator may appoint a parishioner to serve the remainder of the previous appointee’s term.
   b. The pastor/parish life coordinator may appoint a parishioner to begin a new, full term as defined in Article I. Section F. Terms of Members.
   c. The appointed position may be eliminated.

Article II. Officers

Section A. Officers
1. The pastor/parish life coordinator presides over the Council.
2. Other officers are: the chair, the vice chair, and the secretary.

Section B. Selection and Terms of Officers
The chair, the vice chair, and the secretary are elected to one-year terms by a vote of the members present and voting at the June meeting of the Council.

Section C. Vacancy
The Council itself elects a member to complete the term of a vacated elected office or appoints a nonmember to fill the vacancy of a recorder.

Article III. Executive Committee

Section A. Duties
The executive committee prepares the agenda for Council meetings and performs such other duties as the Council shall assign.

Section B. Powers
The executive committee may act in the name of the Pastoral Council when recourse to the entire Council is not possible.
Article IV. Responsibilities of Officers

Section A. The Pastor/Parish Life Coordinator
1. Presides at meetings of the Pastoral Council.
2. Calls special meetings of the Pastoral Council.
3. Places matters of concern on the agenda.
4. Approves or vetoes recommendations of the Council.
5. Promulgates approved recommendations.
6. Serves as the secretary-treasurer of the parish civil corporation

Section B. The Chair
1. Chairs the meetings of the Council.
2. Convokes the executive committee as needed.
3. Organizes and coordinates the activities and processes of the Council.
4. Appoints ad hoc committees or task forces.
5. Motivates the various members/groups of the Council to fulfill their specific responsibilities.
6. Serves as a lay director of the parish civil corporation.

Section C. The Vice Chair
1. Assumes the duties and responsibilities of the chair when the latter is absent or incapacitated.
2. Performs such other duties as may be assigned by the chair or the Council.

Section D. The Secretary
1. Records and publishes the proceedings of all Council meetings.
2. Notifies the members of all meetings.
3. Handles correspondence relevant to Council activities.
4. Files all records, reports, communications, etc.
5. Forwards the name of the parish Pastoral Council chair to the Archdiocesan Office of Leadership Development and Pastoral Planning immediately after the election.
6. Performs such other duties as the Council or the chair shall assign.

Article V. Responsibilities of the Council
1. To listen to and represent the wisdom of parishioners and parish staff as part of the planning process.
2. To determine priorities and develop a plan for both implementing and evaluating them.
3. To develop goals and objectives which further the mission of the parish.
4. To evaluate regularly the goals and objectives of the Council and of its subgroups.
5. To recommend policies which are supportive of the mission of the parish.
6. To call forth the gifts of individuals and groups/committees in the parish to carry out its mission.
7. To cooperate with neighboring parishes in regional planning for the future of the Church in the local area.
8. To collaborate with the Stewardship Committee to conduct a parish census periodically.
Article VI. Decision-Making

Section A. Procedure
The desired procedure for decision-making is consensus to draw forth the support of all.

Section B. Quorum
A simple majority of the total membership of the Council shall constitute a quorum for either reaching consensus or conducting a vote if needed.

Section C. Outcome
Except when otherwise specified, a decision is reached by consensus of the quorum or, if necessary, a simple majority vote of the membership present. Youth representatives have a total of one vote when voting.

Section D. Principles
In either consensus or voting, members solicit the wisdom of the group—inviting all to speak, listening to each other with respect, being open to the Holy Spirit, thus reaching the best decision for the good of the parish.

Article VII. Approval of Council Recommendations

Section A. Effective Date
*In accordance with Canon 536, recommendations adopted by the Council become effective when approved by the pastor/parish life coordinator.

Section B. Pastor/Parish Life Coordinator’s Role
The pastor/parish life coordinator responds to a recommendation within two weeks of its presentation to him/her by the Council.

*Canon 536
Paragraph 1: If the diocesan bishop judges it opportune after he has heard the presbyteral council, a pastoral council is to be established in each parish, over which the pastor presides and in which the Christian faithful, together with those who share in pastoral care by virtue of their office in the parish, assist in fostering pastoral activity.
Paragraph 2: A pastoral council possesses a consultative vote only and is governed by the norms established by the diocesan bishop.

Article VIII. Committees

Section A. Standing Committees
1. Liturgy
2. Faith Formation Commission
3. Stewardship
4. Social Justice  
5. Parish Life  
6. Finance Council

Section B. Committee Procedures
1. Each committee selects its chairperson.  
2. The pastor/parish life coordinator, in collaboration with the Pastoral Council, determines the process for selection of committee members.  
3. Terms for committee membership normally do not exceed two consecutive three-year terms.  
4. The chair of the Council forms ad hoc committees as needed.

Section C. Pastoral Council Membership
1. The chair of the Finance Council, a member of the Faith Formation Commission, a member of the Catholic School Board, and a member of the Stewardship Committee are ex officio voting members of the Pastoral Council.  
2. The remaining standing committees identify a liaison who reports to the Pastoral Council when necessary. (As an alternative, the Pastoral Council may appoint one of its members as a liaison to these committees.)

Article IX. Meetings

Procedures
1. Regular meetings of the Pastoral Council are normally held on the fourth Tuesday of the month. Special meetings may be called by the pastor/parish life coordinator or the chair or by a consensus of a majority of the Council.  
2. The meetings of the Council are open to all members of the parish. However, by consensus or a majority decision, the Council may go into executive session.  
3. The minutes of all regular meetings are made available to all parishioners. The Council should identify the method(s) for communication that permit easy access, e.g., published in the parish bulletin, Web site, e-mail, newsletter, posting.  
4. If the executive committee decides not to place on the agenda an item submitted for that purpose, the secretary reports that decision to the members at the next regular meeting. That report includes the nature of the requested item, the person, persons, or organization requesting its inclusion, and the reason for excluding it. At the Council meeting, any member may move for inclusion of said item on the agenda, and the Council may by consensus or a simple majority vote add the item to the agenda.  
5. Nonmembers of the Council may address the Council by a prior request to the chair and placement on the agenda.

Article X. Amendments

Procedures
1. Proposed amendments are presented to the members of the Council at the meeting prior to the meeting at which the vote is to be taken.
2. A vote on a proposed amendment requires a quorum (a simple majority of Council members present and voting).

3. Proposed amendments become recommended amendments by the vote of two-thirds of the members present and voting.

4. All recommended amendments require ratification by the pastor/parish life coordinator.

5. Upon ratification by the pastor/parish life coordinator, all recommended amendments are forwarded to the Archdiocesan Office of Leadership Development and Pastoral Planning for review. This office will forward its recommendation and the proposed amendments to the Archbishop for final approval.

**Article XI. Deanery Council Representative**

In the event a Deanery Council meeting is called, the chair of the Pastoral Council will serve as the Deanery Council representative.
The attached Constitution and Bylaws were presented March 24, 2015 and approved April 28, 2015 by the Pastoral Council of Saint Cecilia Parish, 2900 Hoover Avenue, Ames, Iowa 50010.

_______________________________________________  President (Pastor)
Rev. James L. Secora

_______________________________________________  Chairperson
Tim Simodynes

_______________________________________________  Vice Chairperson
Todd Clancy

_______________________________________________  Secretary
Kathy Wipf

Adriana Alvarez  Mark Moore
Rick Brimeyer  Ric Nelson
Tina Colburn  Joel Rogers
Bill Haas  Jim Stuart
Adriana Hernández de Alvarez  Cyndi Volcko

Jacob Hess

Approved ________________________________________________________________
Most Rev. Michael O. Jackels, Archbishop of Dubuque

Dated _________________________________
The meeting began with Evening Prayer. Those present: Deacon Gary & Kay Aitchison, Diane Hustedt, Cyndi Volcko, Diana Shonrock, Paul Fell, Johna Clancy, Rosie Stanley, and Bob Hauser

Reviewed Lent/Holy Week - Gary mentioned that 91 people attended the Seder Supper and was pleased there was more young families this year. Gary and Kay noted they were not going to offer the Family Stations of the Cross the last Friday before Passion Sunday anymore. Bob said that families with young children are more apt to attend the 2pm Stations of the Cross on Good Friday rather than attend on a Friday night in Lent. It was suggested that we consider moving up the Stations of the Cross time to 5:30pm On Good Friday, it was noted that the crowd seemed smaller than this year. Cyndi mentioned that is physically awkward to reverence the large cross and others agreed. Paul Fell mentioned that it works better to have two adult servers(Jerry Portis and Paul served) for Easter Vigil.

Divine Mercy Chapel – Diane Hustedt organized the Divine Mercy Chaplet on Divine Mercy Sunday. Thought it went really well. She hopes that we could educate the parish more about the Chaplet during the Year of Divine Mercy in 2016. She suggested it as topic for a Faith Formation such as C.A.F.E.

Corpus Christi Procession - Paul Fell will contact the Knights about participating in the procession in the 4th degree honor guard or carrying the canopy. Bob will check to see if Todd could help assemble the canopy this year. Rosie Stanley is organizing the rose petals and streamers for 2nd graders and will get a letter to those who live in the Reagan neighborhood. Diana Shonrock may donate baskets to the cause. Also, Rosie will contact the Bernhard’s, Dahike’s, and Ivonne Griffin regarding the altars at the 3 different stations. We will inquire to see if high schoolers can help with cross guard and reciting the Litany.

Bob reviewed the new Ministry Scheduler Pro Web Terminal with the committee. The goal is have all liturgical ministries scheduled through this program by their coordinators. The Readers will begin to use this program for its next schedule.

Upcoming Calendar
April 25-26 and May 2-3 --- First Eucharist Weekends
May 9-10 --- Blessing for Mothers
May 16-17 --- Ascension of the Lord
May 23-24 --- Pentecost
May 30-31 --- Holy Trinity (Fr. Jim’s 40th Anniversary of Ordination
June 6-7 --- Most Holy Body and Blood of Christ (Corpus Christi Procession)

Diana Shonrock is the new coordinator for Readers. She replaced Becca Wemhoff. Todd and Johnna Clancy plan to oversee the Mass Coordinators again next year.

Ushers - Sly Upah suggested to Bob that we have three usher coordinators to oversee each of the Masses. Sly is willing take over organizing 5pm ushers. Greeters - Dan & Patty Willadsen are new coordinators for this ministry

Eucharistic Adoration – The new ‘Lenten’ adorers who signed up have all decided to continue throughout the year. Cyndi mentioned when talking to interested adorers that many do not know where the Chapel is located. She was wondering if the Facility Committee would consider better ‘signage’ in the Narthex to direct people to the Chapel.

Liturgical Formation Night - Bob is going to submit next week either September 17 or 24 as the Liturgical Formation night.

Saturday, July 18 – Mark Bortle will be ordained a Deacon in Dubuque. Fr. Jim may consider cancelling the 5pm Mass if a priest is not readily available.

Liturgy committee has decided to move their meeting to the 3rd Thursday of the month.

Paul Fell asked if Fr. Jim would consider a 4th degree honor guard at the St. Cecilia Feast Weekend or Christ the King in November. Also, Paul inquired if the Knights could possibly honor departed Knights at one of the Masses in November.

Next meeting – Thursday, May 21 at 7pm, Room 530 in Education Center
Present: Fr Secora, Tom Primmer, Anna Steele, Ricardo Garcia, Tina Colburn (FFC Chair), Rosemary Wilson, Rita Hayes, Patty Willadsen, Kari Ricke, Joel Rogers, Jason O’Brien (Catholic School Board liaison) Rosie Stanley

Absent: Grant Pahl, Claire Aitchison

Meeting called to order: 7:01p.m.

Prayer and reflection led by Rosemary.

Tom’s report:
Tom presented an overview of the Financial Peace University - Some highlights, 24 household budgets were represented. There was an average savings increase of $1,839.

The book giveaway - Freedom and Forgiveness: A Fresh Look at the Sacrament of Reconciliation, was very well received. Fr Secora also reiterated this and said parishioners have been telling him how much they have benefited from the book.

Tom answered Joel's request to share the biggest needs and challenges that Tom had to face as Director.

Tom said: Communication is the biggest challenge with having physically split staff. Centralizing staff would help improve communication. Communicating only through email is difficult as it is often very impersonal and doesn't convey tone or body language.

Technology is an important component that needs attention. When the network is down and staff are unable to use their computers to work, it is very frustrating. It affects productivity and the budget.

One thing we can help improve is the phone system. Right now, we have three receptionists who answer the phone; maybe having one central line that comes to a central receptionist and then transfers out may work better.

We have a very dedicated staff and they often work long hours. The biggest challenge for both offices is summer. Using volunteers and part-time staff could be an option to consider.

Youth Faith Formation:
Tom said that we need to offer a place where our youth can ask questions without any fear or embarrassment. This could be similar to what Alpha tries to do.

Young people model what their parents do, so we as parents, need to be good role models.

Adult Faith Formation:
We have several ministries that are thriving here at St. Cecilias.

The Cafe nights were well received, Man up is going strong, the women's book club was well attended.

Date night is going well. There are several small group ministries held either at church or at home, that are also teaching the faith.

Several ministries are providing outreach into the community. Among them are, Stephen ministry, the Veterans group and the sponsored couple program.

We have to think of multiple ways to meet the needs of our community.

Tom also said that small group ministries can sometimes be seen as a Protestant thing but it really is a Christian activity.
Fr. said everything we do here at church is faith formation.

**Ricardo's report:**
Ricardo is looking into making some changes for the Wednesday night middle school faith formation class. He would like it to be the same as Monday nights which is held from 6:15 to 7:30pm.

This will affect families who live outside Ames, the general feeling was that it was too early for out-of-town families.

Ricardo would like to have the kids continue to come to church through summer. He hopes to engage them in playing different sports and thereby sow the seed for the Sports ministry. He hopes to have this plan in full force by July.

**Anna's report:**
80 candidates were confirmed on Sunday April 12th, by Archbishop Jackels. Space was tight in the church, but it was a joyful and faith filled service.

Anna shared that Life Teen attendance has gotten low over Spring. As the next year calendar is being planned, she is looking to hire an intern to help publicize Life Teen topics.

Anna is also looking for small group leaders and hopes to set up 24 small groups. Each of the small groups will be led by one representative from LTLC.

**Other reports and business:**
Joel reported that the social justice will be in charge of allocating the tithing portion of the Klingseis’ bequest.

Fr. then spoke about the changes that will be made to the bylaws to include the Pastor’s authority. Fr. said it is required by Canon law. He emphasised that it was not about control but about preserving the faith. Fr. also said that the ideal situation is to come to a consensus through dialogue. The Pastor will step in if there is something that is against the faith of the church.

Mr Rowlands has received approval to reduce one staff position.

The physical education position at the school has been filled but is yet to be approved.

The Parish picnic is set for April 26th, all are invited to come with their families.

Parish elections are coming up. Rosemary has contacted some of the nominated parishioners. She has one person who has accepted to run, and two who are considering but have not decided yet. Rosemary will continue to follow up. The election date is set for Ascension Sunday, May 17, 2015.

The advertisement for Faith Formation director is being put out in different media. Fr will contact Jim Osterberger to find out if the Archdiocese also needs to interview the candidates. We continue to receive resumes.

In service was tabled.

Meeting adjourned 8:10 pm

Our next meeting will be May 12th, 2015

Respectfully submitted by Rosie Stanley
Members present: Father Secora, Steve Hustedt (President), Tricia Lenz (Secretary), Jason O’Brien, and Susan McNicholl
Administrator present: Mr. Rowlands Others present: Rita Hayes (Faith Formation liaison) and Tiffany Walker (FSA President)

The meeting was called to order at 7:00 by Steve Hustedt.

Prayer, Faith Sharing, and Leader Gram
Steve Hustedt led the group in prayer and reviewed the March Leader Gram.

Approval of Previous Minutes
Minutes from the February 3, 2015 meeting were approved by consensus.

Unfinished Business
None at this meeting.

New Business
7:27 Went into Executive Session to discuss staff reductions for 2015-16 School Year. 7:35 Came out of Executive Session.
Mrs. Anderson, the part time cook has submitted a resignation letter effective at the end of this school year.
   Tricia Lenz motioned to accept her resignation, Susan McNicholl 2nd and it was approved unanimously.
Father made a motion to increase the Principal’s salary by 4% from $56,650 currently to $58,916 for the 2015-2016 school year. Susan McNicholl 2nd it and the salary increase was approved unanimously.
Susan McNicholl motioned to approve the increase of the teacher wage base to $24,525 for the 2015-2016 school year and the corresponding grid. This is a 4% increase from $24,250. The motioned was 2nd by Jason O’Brien an was passed unanimously.
Jason O’Brien motioned to approve a 4% raise for all noncertified staff. Susan McNicholl 2nd and the motion passed unanimously.

There will be a special meeting on April 9th at 3:15 pm at Mr. Rowland’s office for a vote on staff recommendation.

Visioning and Catechetical/Faith Formation Planning
None at this meeting Principal’s Report Changes for 20152016
Preschool The preschool will be in Mrs. Campbell’s room next year due to the need for more space because of higher enrollment in the 4 year old program. The other rooms will be adjusted to make the classrooms for 2015-2016 appropriate for the sections in the building. Parish and school staff will determine the current preschool classroom use in the near future. Next year 3-year-old preschool and 4-year-old preschool will be separate enrollments.

3rd Grade There will be one section of third grade for 20152016. There are 22 students currently in second grade.

Owls Club ACPC We are working with the parents and ACPC for a possible afterschool program for our families for 20152016.

Conference attendance reports were presented and reviewed.

ERate Grant We received our verification for the grant under the Erate program. The program has changed significantly and our amount for next year is $710.35, significantly lower than last year. The amount will continue to decrease each year and Mr. Rowland’s best guess is the amount may be reduced to approximately $300.

Gala Invitations will be sent out this week. The Gala Committee encourages all board members and staff to attend the event. Your presence highlights the importance of the Saint Cecilia Education Foundation to the Parish, Faith Formation programs, Youth Ministry and the School. The New Car Raffle has been successful. There are still tickets remaining. Fund a Need appeal has been identified with wholeparish input. The auction catalog fies to print March 2. There will be a Gala preview display at all Masses the weekend of March 21 and 22.

April Activities 1. April 3 Stations of the Cross 2:00 PM
2. April 18 Gala
3. April 27 Marketing Meeting 6:15 PM
4. May 4 Spring Concert 7:00 PM
5. May 5 School Board Meeting 7:00 PM

Faith Formation Report by Rita Hayes. Anna had an organizing meeting for older youth program. They are going to hold weekly small group sessions. There will be upcoming changes to confirmation.

Pastoral Council No report given.

Elections, Constitution, ByLaws Report by Tricia Lenz. Nominations and Elections coming up in March and April. Please think about good candidates and get nominations in.

Finance Report by Father. The final budget was passed.

Facilities Mr. Rowland recommended that the board have a representative serve on the ad hoc committee that has formed to study and recommend improvements in the facilities for the parish and school.

FSA Report by Tiffany Walker. Teacher Appreciation Week is coming up. Field Day will be held the last day of school instead of the inflatables.

STO No report given.

Marketing Report by Susan McNicholl. They are looking at revamping the look of the 2 brochures. They are thinking of giving the different preschool classes names instead of 3 year old and 4 year old.

The meeting was adjourned at 8:40. Submitted by Tricia Lenz
The Stewardship Committee met in the Sun Room at 5:15 pm Wednesday, April 8, 2015.

Members present: Bill Haas, Steve Joerger, Beth McPhail, Emil Polashek, Rick Brimeyer (Pastoral Council Liaison)

Prayer
We began with the Parish Stewardship Prayer

Pastoral Council Liaison Report—
Rick Brimeyer reported on actions that occurred at the March PC meeting.

Parish Stewardship Action Plan —
Bill H. reported that the Parish Stewardship Action Plan was shared with Father Jim and members of the Pastoral Council at the March 24 Pastoral Council meeting. He asked that PC discussion and approval occur at the April PC meeting.

Application Form for ICSC Certification as a Stewardship Parish —
Bill reported that blank copies of this application form and some ideas for future activities were also shared with Father Jim and members of the Pastoral Council at the March 24 Pastoral Council meeting. Bill asked that the PC members serving as liaisons ask their committees to consider taking on some of the ideas that were identified.

Scheduling for Ministry Fair and Time & Talent Recommitment —
Bill reported that he has asked Fr. Jim, Tom Primmer and Anna Steele for their consensus recommendation on when to conduct these activities.

Formation/Training Opportunities —
Bill reminded members concerning the following upcoming conferences:
   2. International Catholic Stewardship Council Region IX Stewardship Conference in Columbia, Missouri, Fri May 1. He had sent an info brochure prior to the meeting.

Strategy and Initiatives —
Bill H. distributed copies of an information sheet describing 2014 and 2015 Pastoral Council and Stewardship Committee Strategies and Initiatives. Stewardship is scheduled to report progress at the April PC meeting.

Meeting Time —
After discussion, the committee decided its normal meeting time will continue to be 5:15 pm on the 2nd Wednesday of each month.

Additional members —
Bill H. asked members to nominate persons (at the May meeting) who would make good members of the Stewardship Committee.
**Parish Stewardship Video —**
Continuing discussion from the March meeting, the committee considered information on this subject from an article entitled, *The making of the Video. Stewardship, A Way of Life*, contained in the International Catholic Stewardship Council book, *Keeping Stewardship Alive: Proven Stewardship Ideas*. Committee members shared a number of thoughts and ideas on this topic:

- The effort described in the article was LARGE.
- Rather than make one huge video, it might be better to make a number of short clips and share those in periodic email messages via ConstantContact, on selected website pages, or on YouTube.
- Potential clips might feature lay witness talks, pastor’s talk on stewardship, parts of the ministry fair, the stewardship appreciation event, liturgical musicians, Mass servers, …
- Potential resources include ISU communication department, Ames High Youth Movie group, interested individuals.
- Bill H. will try to get a copy of the video featured in the article mentioned above.

**Seeking Stewardship Lay Witness Speakers —**
Bill H. asked all committee members to nominate persons or couples for such service in the coming year.

**Recognized Stewardship Parishes —**
As requested by the committee at the last meeting, Bill H. collected the names of ICSC-recognized Stewardship parishes. He distributed a two-page list of those parishes prior to this meeting and asked each committee member to look at the websites of a few of them prior to this meeting. Reports of findings were scarce so this remains a homework assignment to be completed before the next committee meeting.

**Prayer —**
We concluded the meeting with prayer.
Saint Cecilia Social Justice Minutes
March 16, 2015, 7:00PM, Sunroom

Present: Ron Smith, Doreen Berg, Mary Ross, Todd Clancy, Becca Wemhoff, JoAnne Dalhoff, Cynthia Shriver
Recorded by: Cynthia Shriver

I. SAINT CECILIA SOCIAL JUSTICE
   A. Call to Order – Mary called the meeting to order at 7:00 PM.
   B. Opening prayer – Ron led the opening prayer.
   C. Welcome, introductions - None.
   D. In-Service - Faithful Citizenship: P. 23, #80 Affordable and Accessible Health Care
      http://www.usccb.org/issues-and-action/faithful-citizenship/upload/forming-consciences-for-
      faithful-citizenship.pdf Postponed.

II. BUSINESS MEETING
   A. The February minutes were approved by consensus.
   B. Correspondence:
      Thank you notes: Ames Ecumenical Housing-$250.00
      YSS for Christmas gifts
      NAMI-$250.00
      MICA-$150.00 Dental Clinic
      A family for Christmas gifts
      Request for donations: Letter from Fr. Seda and Fr. Glaser to support the Catholic Student
      Centers in the archdiocese. We will ask for more information about specific programs that
      relate to social justice.
      Amos- request for $50.00 for ad -Sent in already.
   C. New Business
      1. Request for parish office fund from Char. Since Char is getting requests for financial help from
         walk-ins to the parish office, she would like a fund to work from. By consensus, $150.00/one-
         time will be given for this purpose. We will ask that records are kept so that Deacon Ron
         knows what amounts are being distributed, for what purposes and to whom. We will re-visit the
         situation when data is available.
      2. Ames Ecumenical Housing Council – need rep. Next meeting: March 24 at 4PM in Keystone
         social room. Call Ron Matthews (515-520-2479) if you plan to attend (door has secured coded
         entry). Julie will speak to Mary Fawkes.
      [Note from Ron Matthews: Hopefully I’ve at least in part conveyed our tremendous gratitude for Ed’s and Mary’s contribution to the
      success of the Ames Ecumenical Housing Board Inc. And of course that gratitude should also be conveyed to St. Cecilia’s congregation
      and especially your committee for his involvement as your representative! He made an outstanding difference and we miss him greatly.
      And want to carry on his work in part out of honoring his role in our further development. Thank you all, Ron Matthews]
      3. Days for Girls- The program provides sustainable feminine hygiene kits for girls in developing
         countries. Not having sanitary supplies means not going to school, not going to work, not leaving
         the house. A team will be started in Ames and there will be an organizational meeting after
         Easter. A leader and co-leader are needed. By consensus, $150.00 was approved for the
         project. It will be helpful to have a wish list for the program.
   D. Unfinished business
      1. Parish Tithing Committee – No report. Father Jim has been asked for direction
      2. Klingseis estate- Todd The final decision on the use of the funds from the Klingseis’ estate should
         be made at the meeting to be held a week from tomorrow. Doreen did suggest that a request
         to Pastoral Council and the Finance Committee be made for money to be used to honor the
         couple. Doreen mentioned that Christmas was special to them and perhaps something could be
         done that reflects that sentiment.
      3. ERP 4-Plex Renovation. Deacon Alan wrote that we are closing in on our goal. $10,631.00 has
         been raised. Work should begin on April 11. Dale VanderShaff and Chuck Abbott have
         graciously volunteered to help Alan during the week and to help with supervision on the
         weekends.
      4. Sister Parish- Mary put together a possible plan for a sister parish, as one of our committee’s
         initiatives. An outline of the program envisioned was distributed. A discussion followed
         revolving around the on-going issue of liabilities such as the parish policy of not allowing
         individuals younger than 18 to travel internationally as part of a St. Cecilia’s group unless a
parent accompanies them, whether a parent signing a waiver will hold up to scrutiny, and how do other diocesan parishes with sister parishes handle the subject.

5. Home for Awhile – Mary attended a recent meeting and reported that they are doing good work. The group does mentor the residents.

6. Pastoral Council - No additional information.

6. Financial reports – Becca. Monetary Receipts: $3,562.77, Estimated Value of Food Shelf Contributions: $937.00, Disbursements: $3,183.25, Bank Balance as of February 28, 2015 $10,721.75, Discretionary Funds Available: $4,280.76, February FF budget balance to be paid to Food at First in March: $294.99. March Special Allocations: Catholic Charities: $250.00, Boys and Girls Club: $250.00. Becca reminded us that we need to start planning for the fiscal year 2015-2016 budget. Becca stated that she does not see any increase in the total budget, since during some months this fiscal year, the donations did not make budget. She reminded us that some of the $150.00 per month donations to MICA can be re-assigned. Please email Becca in advance with ideas. Becca mentioned that we also need to be thinking of how to use the estate money if we receive it. Do we allocate funds to specific projects, establish funds to sustain projects by using interest only from invested accounts, and if we do both, what are the criteria for establishing the level of funding for each of the options and for programs within each of the options.

7. Committee reports:
   a. Good Samaritan Fund/Food Pantry donation: 296 (Bob Hauser took to MICA) + 290 = 586 pounds in January! Thank you Bob.
      March 21/22 – Keith & Linda Huls; April 18/19 – Tom & Dorothy Sally
      We need to continue to monitor the amount of food that comes in on NON Good Samaritan weekends. If it continues to be a lot, we need to come up with a plan to fix it.
   b. Hunger Coalition - Marlene
   c. Food at First – Doreen, Cynthia, Julie, Cindy. The move to serve meals at First Christian is planned for the weekend of March 28/29. The market will be moving at a later time.
   d. Good Neighbor - Doreen reported that $1,600.00 was raised at the Northminster Presbyterian Church’s Festival of Music event. Good Neighbor will receive a 2.31% increase in ASSET funding raising it to $26,308.00. A grant has been submitted to the Rotary Club of Ames for $1,000.00 to support the Gas Voucher program.
   e. Restorative Justice - Ron stated that Barb Moore has agreed to coordinate the scheduling of volunteers at the Story County jail. Dave Temple still wants to be involved in the ministry. Two mentors are needed.
   f. Individual Assistance – Ron reported that there have been requests but there is no money currently available.
   g. Emergency Residence Project – Julie. The Board is working on obtaining medical insurance for the employees and on a succession plan for Vic. Also, see D 3.
   h. AMOS. Need representative from parish.
   i. Gabriel Project. No report.
   j. Sanctity of Life minutes. No report.
   k. Additional issues. We had an accidental double payment to St. Cecilia’s Backpack Program. Since they have sufficient funds, we can get it back and use it someplace else.

E. Prayer/Adjournment. The meeting was adjourned at 8:30 PM with a prayer.
Parish Life Welcoming Committee Minutes

March 3, 2015
Place: Sun Room

Present: Marlene Weisshaar, JoAnne Dalhoff, Jolene Dietz, Don Seaton, Bev Peters, Rick Brimeyer, Sue Seaton, Howard Lehmkuhl, Lois Lehmkuhl, Paula Wiebel

Note Taker: Paula Wiebel
Prayer: Mary Undoer of Knots

Minutes: Approved as corrected. (The Welcoming Committee has access this year to money in a social event fund, beyond our $500 budgeted amount. The Welcoming Committee has requested a budget of $3500 for next year.)

Parish Council Update:

The Social Justice Committee has been charged with recommending how to disperse the $108,000 tithing amount of the Klingseis bequest. The Council is considering how to communicate with the Parish about the tithing.

Candidates are being solicited for Parish Council election.

Rick has approached someone about leadership for the Parish Welcoming Committee.

Scott Walker and his son are making good progress updating the parish Web site.

Old Business:

Bev reported that approximately 105 people, including 4 newcomers, attended the Mardi Gras Potluck February 9. A complete report is in Dropbox and prepared for filing.

New Business:

JoAnne requested that members write notes of support for the new RCIA candidates. She will send the Committee the candidates’ names. She needs the notes by March 27.

Prayers were asked for Don Hahn, parish custodian.

JoAnne reported that a committee is preparing a dinner reception for Father Jim’s 40th Anniversary of Ordination after the 10:30 a.m. Mass, May 31.

Committee Reports:
Calling:  Lynn has 8 new families to contact. The Committee revisited the possibility of expanding the calling ministry — training members, a calling protocol, perhaps a person to follow-up calls with a personal visit.

Registration:  Four new parishioners were registered after Masses on February 21 and 22. Bev recommended we hold weekend registrations every other month. The Committee suggested we hand out parish cookbooks to these registrants. How to get registrants to more completely fill out the registration forms was discussed.

Coffee and Donuts:  Marlene reported that the program is running smoothly. Hosts are signed up for every weekend through the end of May. She encourages hosts to wear name tags and to use the coffees to help promote their organizations. The Committee may not be needed to host the March 29 coffee as originally scheduled.

Bulletin Board Update:  Three families are currently introduced on the kiosk. The newly registered weekend families were given forms requesting information and photos to add to the display.

Formation:  JoAnne distributed a newsletter from Father Tom Sweetser from Milwaukee. The Committee decided to discuss it at our April meeting.

Discussion:

Members looked at city maps and discussed the possibility of dividing the town into “neighborhoods” for welcoming and programming opportunities. After discussion, the Committee decided that the scope of the project was too large for our group and did reflect our mission statement.

The Social Hall has been reserved for a possible Welcoming Committee event Monday, April 27 from 5:30 - 7:30 p.m. Discussion was held on whether we should be sponsoring parish meals or if we should concentrate on newly registered parishioner activities. Members should review our Welcoming Strategies/Mission Statement and be prepared at the April meeting to make a decision about our next event.

Sharing:

Sue and Don shared their experience visiting a Texas parish which used a bilingual book of readings, birthdays were acknowledged and NO ONE left early!

Next Meeting:  April 7, 2015
Note Taker:  Paula Wiebel
Draft
St. Cecilia Parish - Finance Council Meeting Minutes for Tues., April 21, 2015

In Attendance:
Father Jim Secora                              Tom Donner - Finance Council Member
Mark Moore - Chairman                           Char VanKerckvoorde, Bus. Manager
Joel Thilges - Vice Chairman                   Tricia Lenz - Catholic Schools Rep.
Diana Weber - Secretary                         Frank Oppold - Planned Giving
Janet Brimeyer - Finance Council Member

Meeting called to order at 7:01 pm.
1. Mark led the group in prayer.
2. March Finance Council minutes were approved.

3. Old Business:
   a. St. Cecilia Ministry Endowment Fund - Mark passed out a sheet pointing out some
      of the reasons to invest with the Archdiocese or invest locally. Also reasons to
      not invest with the Archdiocese or not to invest locally. Discussion followed about
      each option and how much TAXA we would have to pay if we kept the money
      local. Char handed out the information about the Archdiocese of Dubuque TAXA
      Formula. Also the difference in the amount of interest the funds would receive.
      After a long discussion about all the funds, Frank volunteered to send out a
      report to each of us clarifying the difference between the many funds that the
      Archdiocese has to offer and their activity for 1yr, 3 yrs, 5yrs, and 10 yrs. He
      also will get the activity of the funds we currently have investments with First
      National Bank and First American Bank.
   b. Tuition Assistant Faith Formation - 2 families requested tuition assistance and
      the Council approved both.
   c. No other old business.

4. New Business:
   a. Monetary Thank You for a Custodian Staff Person - After much discussion, a
      motion was made to give Jeremy $100 per month retroactive from the time of
      Don’s accident for the extra duties that he is doing for Don’s custodial position
      until Don returns or a new custodian gets hired. This motion was seconded and
      all Council members were in approval.
   b. Rental of Space for ACPC - ACPC wants to rent space and storage space to run
      a “before and after school child care program” in place of our OWLS program.
      OWLS program will be discontinued for 2015-2016 SY because of new
      regulations imposed on wrap around care programs. At the present time ACPC
      pays the Ames School District $300 - $500 per building for a similar program. It
      was noted that this would be a desired service to retain for our school families.
The Finance Council indicated that Mr. Rowlands should pursue this endeavor along with the Catholic School Board.
c. Trees - Facilities Committee recommends that the Ash trees on St. Cecilia’s property get treated for the ash bore. Char had one bid and was requesting more because the treatment cost varies greatly between the tree companies in the Ames area.
d. No other new business.

5. Reports:
   a. Financial - Char provided us with a March 2015 Narrative Revenue & Expenses which is great. Char answered questions about various accounts. Most concern focused on Youth Ministry income and expenses. We had questions on not staying within YM Budget. Mark will invite Anna to our next meeting.
   b. Facilities - Trees was a concern and Mark Hanson will be having another meeting in May or June concerning the survey that was completed about our facilities.
   c. Parish Council - No Report
   d. Planned Giving - Frank reported that Jeff Henderson will be working up information about Planned Giving. Frank also will be presenting these materials on Friday, May 15 at the C.A.F.E. program in the Social Hall. Also much of this information will be on St. Cecilia’s new website. They are working with Scott Walker.
   e. Technology - Char reported that training is going on with the new website and any fixing that needs to be done.
   f. Faith Formation - Father has received 3 applications so far for Tom Primmer’s Director of Faith Formation position. May 29 will be Tom’s last day. We asked if there will be any going away party to say thank you. Char will take that back to staff.
   g. Catholic School - Tricia reported that Ms. Anderson is retiring from food service, teachers, principal, and associates are receiving a 4% increase, preschool will be in the school building next year because it is a larger group, 3rd grade will be 1 section next year, and the staff will be reduced by one.

5. Closing Prayer:
   Mark asked if anyone needed prayers for loved ones. Many requested prayers for family and friends. We ended the meeting with an Our Father, Hail Mary, and Glory Be.

Adjournment @ 8:38 pm.
March 2015 Narrative Revenue & Expenses

CHURCH
- YTD contributions for General Budget are $32,401 ahead of YTD Budget
- YTD income for General Budget is $72,459 ahead of YTD Budget including
  - Contribution to Hispanic Ministry account of $18,125
  - Transfers to Capital Improvements $10,500 from savings
YTD expenses are $116,051 in excess of budgeted amount including expenditures for:
  - Parking lot lights $37,000
  - Concrete pad by social hall $2,435
  - AV equipment in social hall $21,982 less GALA Contribution
  - TAXA more than budgeted $65,540 due to increase in monetary asset balances

FAITH FORMATION
- YTD income is $3,864 ahead of budget.
- YTD building and grounds expenses are $1853 below YTD budget
- YTD office expenses are $2444 below YTD budget
- YTD Adult Faith formation class expense are $4362 below budget of $5625.

HOT LUNCH
- YTD income is $10,873 better than budget
- YTD expense are $5,838 more than YTD budget

OWLS CLUB
- YTD income is $844 below budget.
- YTD staff expense is $12,037 better than YTD budget

PRESCHOOL
- YTD income is $7,260 below YTD budget
- YTD expenses are $8,928 below YTD budget

SCHOOL
- YTD tuition income is $9,843 better than YTD budget of $416,662
- YTD other income includes large contribution directly to school
- YTD expenses are $3,342 better than YTD budget

YOUTH MINISTRY
- YTD Fee income is $10,850 below YTD budget
- YTD expenses are $4,306 above YTD budget
Vision Statement for St. Cecilia Catholic Community:  
A Proposal for Long-Range Planning

Background:

We come together to praise and thank God for the gift of our parish. We are the blessed recipients of a foundation that was laid by the original parishioners, and all succeeding parishioners. We are thankful for these preceding parishioners who responded to God’s call and moved in ways that corresponded to the needs of the culture that surrounded them.

We, at this time, are called to do the same. We must look at the culture, assess the needs, and discern what God is calling us to do, not only for ourselves, but for those that will follow us.

As Catholics, we are called to embrace contradictions rather than explain them away or pretend they do not exist. We accept that Jesus Christ is both fully God and fully Man. During the Easter Season, we are particularly aware of the paradox before us: a Life that should not exist: a sealed womb, a sealed tomb. No one would ever seek to find life there, and yet our God is audacious in His actions.

So, what does God want for the St. Cecilia Catholic community? If our definition of success is to please God, and win souls for heaven, then it follows that we must move forward in Faith, Hope, and Charity, the theological virtues, and put aside actions resulting from purely human reasoning, fear, and lack of generosity.

Is it God’s plan for the Catholic community in Ames to contract and decline, or to grow and bring new life? Is it a plan to hold fast to current boundaries, or to be open to different boundaries? St. Cecilia and Ames will change in the future, and our Catholic community can have a decisive impact on our own parish members, the greater Ames community, the diocese, and even the state, by both carefully laying foundation stones now, and acting boldly, trusting in Him.

Following is an early draft of a potential vision for the future of St. Cecilia Catholic Community:  

Given:

1) To plan for growth at St. Cecilia’s current location includes challenges that do not lead to easy or lasting solutions:

   ● increasing the size of the Sanctuary to accommodate a larger congregation would require a like increase in parking spaces, social hall space, and meeting rooms;
- building a larger school on the current property would require a costly second-story addition, as building up is the only viable option given the property size, putting pressure on the existing playground areas and cafeteria space;

- a facility large enough to accommodate a pre-K-12 Catholic school would be impossible given the size of the current property;

- space for structures is limited on the current property by green space issues dictated by the city; and

- to accommodate the variety of needs perceived by the parishioners, a large percentage of the existing buildings would require remodeling.

2) St. Cecilia Parish is in an inconvenient location from main 4-lane highways accessing Ames and central Iowa (Highway 30 and Interstate 35).

3) However, Ames is strategically close to the geographical center of the state, in addition to being close to the economic, political and cultural center of the state (Des Moines).

4) Without the traffic and congestion of an urban city, Ames is easy for rural populations to access in one of the few growing areas of the state (driven by growth at ISU).

5) Roman Catholics are a minority in the Ames population (approximately 25%), however, with projected population growth comes a significant, even inevitable, potential for evangelization and growth in numbers.

6) The Ames community is a highly educated population, with particularly heavy emphasis in science and technology, with increasingly secular and atheistic tendencies.

7) The parish is affluent, having both human and financial resources that are positioned to solve parish and community challenges, especially as the parishioners develop as strong disciples and apostles of Jesus.

8) A large percentage of the weekly Mass attendees are upper middle-age and beyond. These parishioners hold disposable wealth that could be donated if they were inspired by God to do so.
For Consideration:

1) The current property is limited by by both location and physical boundaries.

2) The large rural/small town area surrounding Ames may or may not be staffed by resident priests in the near future, making a more accessible location for rural Catholics an imperative (from Webster City to Ankeny; Marshalltown to Boone).

3) St. Cecilia could become a greater advantage to the Archdiocese of Dubuque due to its central location in the state and proximity to Des Moines, as well as its growing population.

4) A larger, highly visible, accessible property would accommodate a more robust Catholic faith life for all parishioners, and allow for increased evangelization and social justice efforts among the wider Ames community. Possibilities include:
   
   - a large regional Sanctuary, easily seen and accessible by 4-lane roads;
   - a K-12 school, possibly staffed by a religious community;
   - an elder care/retirement facility;
   - a pregnancy and maternity shelter/support apostolate;
   - a homeless apostolate;
   - a retreat center with overnight facilities (showers and kitchen); and
   - a catechetical institute for adult faith formation (see Addendum).

Proposal:

Land, while seemingly expensive now, will appear quite inexpensive in future dollars. Property nearer the Highway 30/Interstate 35 interchange that is available as farmland today will be developed, eventually, into residences or businesses as the city of Ames expands, closing off the option of an accessible location for St. Cecilia, unless land is identified and purchased in the near future.
A Catholic church visible from the crossroads of Interstate 35 and Highway 30 would be a beacon on a hill in central Iowa. For instance, everyone driving on I-35 cannot help but notice the Barilla plant. Even those who are not familiar with “Barilla” can see it and have an initial contact with the name, leading to further familiarity. Currently, one can reside in Ames and simply not have any direct contact with the Catholic Church. However, in a more visible location, St. Cecilia could have a lasting impact on members of a transient Ames community. This is the call of Pope Francis. We cannot expect the culture to come to us. We, the Catholic Church for our location and time, must go out to reach the secular world passing by.

A quarter-mile section, zoned for agriculture, could be farmed by renters for cash as an investment, and would generate income before and during development phases.

The present St. Cecilia property would be maintained as long as it takes to make the transition, and would, indeed, continue to operate, albeit perhaps in a different capacity (for daily Mass, Eucharistic Adoration, a religious education site, housing for religious, or however it best serves the needs of the Ames Catholic community).

Taking steps in this direction would require much prayer and discernment. Locating and purchasing a plot of land might realistically take 1-3 years. It seems beyond us, and indeed it is. This is a project God, Himself, needs to direct and reveal to the parish. God will need to raise up and equip leaders who will take up such a call. It is not enough just to ask if the project "makes sense". If we have the courage to ask, seek, and knock, God will reveal what He wants.
Addendum:
Catechetical Institute for Adult Faith Formation

A true apostle looks for opportunities to announce Christ by words addressed either to non-believers with a view to leading them to faith, or to the faithful with a view to instructing, strengthening, and encouraging them to a more fervent life. "For the charity of Christ impels us" (2 Cor. 5:14). The words of the Apostle should echo in all hearts, "Woe to me if I do not preach the Gospel" (1 Cor. 9:16).

Since, in our own times, new problems are arising and very serious errors are circulating which tend to undermine the foundations of religion, the moral order, and human society itself, this sacred synod earnestly exhorts laymen—each according to his own gifts of intelligence and learning—to be more diligent in doing what they can to explain, defend, and properly apply Christian principles to the problems of our era in accordance with the mind of the Church.

(Vatican II: Apostolicam actuositatem, Decree on the Apostolate of the Laity, 6)

Given:

1) St. Cecilia community is a largely affluent and highly educated community;

2) located at the geographical, political, and economic center of Iowa in the Diocese of Dubuque;

3) at a time of great challenge to the age-old beliefs of Christians by atheists and secularists alike;

4) when most Catholic adults have not had the opportunity to go beyond a childhood education in the rich teachings of Catholic theology and morality; and

5) Pope Francis has continued the call for a New Evangelization with an imperative for the lay faithful to reach out to those in the margins.

From this perspective, St. Cecilia Parish in Central Iowa, at the beginning of the third millenium, is ideally positioned to shine the light of Truth through Catholic education at a catechetical institute.
For consideration:

A catechetical institute at St. Cecilia Parish for adult Catholics would have a threefold goal:

- to educate Catholic educators on how to teach and thereby improve catechesis in the diocese and state;

- to empower lay Catholics with the truths of the Catholic faith through lectures and seminars with the best Catholic apologists in the nation, thereby becoming Christ’s leaven in the community, and evangelizing the culture to a Catholic worldview; and

- to empower the laity to resist being absorbed by the moral relativism of the secular culture.

The bishops should present Christian doctrine in a manner adapted to the needs of the times, that is to say, in a manner that will respond to the difficulties and questions by which people are especially burdened and troubled. They should also guard that doctrine, teaching the faithful to defend and propagate it. In propounding this doctrine they should manifest the maternal solicitude of the Church toward all men whether they be believers or not.

(Vatican II: Christus dominus, 13)