

Minutes – St. Cecilia Pastoral Council
Tuesday, April 23, 2019, 7:00pm, Social Hall North

Present: Father Jim Secora, Reno Berg, Nancy Jenson, Matt Thatcher, Kate Hartzler, Lois Lehmkuhl, Sarah Swanson, Sarah Mansell (Faith Formation), Mary Staniger (Stewardship), Mike Dolan (Catholic School Board), Mark Moore (Finance Council)

Staff: Jarrett Wendt, Bill Klein, Deacon Alan Christy

Guests: Jeff Witt, Jeremy Hess

Notes By: Matt Thatcher

1. **Call to Order:** Reno Berg called the meeting to order at 7:00pm.
2. **Opening Prayer:** Mark Moore led the group in prayer.
3. **Approval of Minutes:** March 2019 Pastoral Council minutes were approved with no changes.
4. **Initiatives Review:** Stewardship initiatives update was provided by Mary Staniger. Two of the four initiatives from 2018 were fully met. Five initiatives have been established for 2019. Reno expressed thanks on behalf of the pastoral council. At the May PC meeting Kate Hartzler will give the initiatives update for Parish Life.
5. **Facility Security Plan:** Jeff Witt and Jeremy Hess presented the pastoral council with an update on proposals for an access control system for the complete Saint Cecilia School and Parish site. They have received four proposals. Walsh Door & Security from Des Moines has been chosen as the preferred vendor. The team would like to meet with the vendor to review details of the plan. Likely there would be two people with the ability to control the schedules for doors and the access rights for holders of the access cards. Goal is to start on the Education Center first and to complete that portion before the start of school in the fall. Funding would come from the Building Improvement Fund. The pastoral council granted provisional approval to proceed with Walsh Door & Security pending a discussion with Walsh and verification of positive referrals. Routing of a proxy needs to be completed to get approval from the Diocese of Dubuque.
6. **Scheduling of meeting space:** Sarah Swanson expressed a desire to make available on the parish website (above the calendar) a list of all rooms and their available capacity. The question was raised... Can the calendar be made to show all events, even if they are private events that only show that there is some event scheduled in a given room? The goal is to make it possible to see if a space is available or not. Sarah will provide a summary of the request to the staff and Bill will discuss with Mary Sue and bring a proposal back to the pastoral council.
7. **Remodel and Columbarium:** Father Secora shared that ideas have been discussed for meeting some of the most urgent needs including HVAC, pews, flooring, roof and baptismal font. Reno is willing to discuss this topic with the Facilities Committee. Reno requested that the pastoral council please first review the March 2017 minutes from PC and the Dec 3, 2015 Facilities Expansion Subcommittee report and be prepared to discuss at the May pastoral council meeting.
8. **Strategic Plan:** Reno requested that all committee chairs make sure to respond to Rick Brimeyer and then finalize the plan at the next pastoral council meeting.
9. **Approval of Annual Budget:** A motion was made to approve. That motion was seconded and the motion passed unanimously.
10. **Elections Update:** Have 5 candidates for pastoral council, 4 for faith formation, and 3 for school board. There are 2 openings for each committee. Elections are scheduled for the weekend of May 11.
11. **Committee and Board Reports (provided in packet):**
 - A. Business Office- Bill Klein reported that the parish has recently been receiving more donations of qualified distributions from retirement funds.
 - B. Catholic School Board- Mike Dolan reported that there will be one fewer FTE at the school next year (pre-K teacher not returning). Tuition changes, STO and the tuition assistance fund were also discussed.
 - C. Faith Formation- Sarah Swanson shared information about smaller class size maximums and a disciplinary policy.

- D. Finance- Mark Moore shared that the second half TAXA was paid in March and there was brief discussion about how having some funds locally (rather than being invested with the diocese) allows the parish to access funds more quickly. The stewardship campaign was also discussed.
- E. Liturgy- Nancy Jenson gave a brief update including when the next Liturgy meeting is scheduled.
- F. Parish Life- Kate Hartzler reported that the Parish Life committee had reviewed and approved the strategic plan.
- G. Social Justice- Jarrett reported the Social Justice committee had met on 4/22 and reviewed the budget.
- H. Stewardship- initiatives review was given this month; no additional update.
- 12. Other Business/Additional Comments:** A request was made for all councils to submit their approved minutes to Mary Sue each month so that they can be made available on the parish website.
- 13. Once Around:** None this month.
- 14. Closing Prayer:** Mark led the group in a closing prayer.
- 15. Adjourn:** Reno adjourned the meeting at 8:28pm.

Next Pastoral Council Meeting: Tuesday, May 28, 2019 at 7pm

Prayer Leader: Nancy Jenson

Visioning Update: Parish Life