

**Saint Cecilia Pastoral Council**  
**Tuesday, September 22, 2020, 7:00pm, North Social Hall Meeting**

**Present:** Father Don Czapla, Lois Lehmkuhl, Mike Brown, Kate Hartzler, Sarah Mansell, Nancy Jenson, Matt Thatcher (via Zoom), Sly Upah (Finance Council, via Zoom),  
**Staff:** Jarrett Wendt, Bill Klein, Deacon Charles Bernard, Jeremy Hess  
**Guests:** Jeff Witt  
**Notes By:** E. Boylston

1. **Call to Order:** Lois Lehmkuhl called the meeting to order at 7:00pm.
2. **Opening Prayer:** Nancy led the group in an opening prayer.
3. **Approval of Minutes:** Pastoral Council minutes from August 25, 2020 were approved with no changes.
4. **Parish and Administrative Update:** Father Don Czapla and Bill Klein discussed several topics including:
  - a. Fr. Don Discussed strategic planning and visioning - Rick Brimeyer met with specific groups in January to do strategic planning and visioning. Fr. Don will be meeting with him week of 28 September
5. **Old Business:**
  - a. Social Justice Committee – St. Cecilia’s being a Giving Parish:
    - i. Fr. Don discussed refocusing the Black Bag collection with input from SJ and finance committees
    - ii. Avoid 2<sup>nd</sup> collections however would continue using the Black bag with highlighting the target of the giving at time of collection
    - iii. Cash to giving or specifically targeted checks
    - iv. Currently Black Bag collection is split between approximately 20 organizations
    - v. Need to refocus our stewardship and giving efforts
    - vi. Would desire 50% local and 50% international
    - vii. Include children parishioners highlight/participate in the giving effort
    - viii. Next steps - Fr. Don to work with
      1. Finance Committee to see how including giving in the parish budget will affect the parish finances
      2. Social Justice Committee to restructure how giving is accomplished and planning on the “parish tithing”
      3. Would not start until spring 2021
  - b. Facilities update from Jeff Witt:
    - i. Building Automation system:
      1. School is complete with final tuning in progress
      2. Church will be done after school tuning completed
    - ii. Running system to maximizing ventilation in school
    - iii. Air filters replaced and will be replaced twice as frequently
    - iv. Purchased air purifiers for south classrooms shipping this week
    - v. Humidity system was incorrectly setup in 1995 and is now fixed
    - vi. Mark Hansen found a way to keep windows over the alter (as opposed to new translucent windows) and repair the flashing and roofing
    - vii. Education Center chiller bids with low bid (half price of high bid) being the likely contract. Work will not be done until spring due to lead time on the chiller. Facilities putting together budget/contract together for new chiller. This contractor is well established with an excellent reputation and previously has done work for the parish.
    - viii. Facilities 3 to 5-year planning report currently being developed

- ix. Due to recent break-in (St Claire Room and Office) will be installing additional cameras and motion lights
  - x. Facilities has the volunteers for current needs in light of Jeff Witt's recent retirement
  - xi. Solar Power Project we are currently approximately \$5500 dollars short of the parish match. Currently only a pledge without commitment.
  - xii. New Quote for trimming and removal of 3 trees damaged due to Derecho. \$23,500 high bid and \$6,000+ low bid.
- c. Stewardship – Fr. Don met with Mary Staniger and Francine White:
- 1. Discussed 4 pillars: Gratitude, Discernment, Community building, ...
  - 2. Fr. Don is contemplating the need for this committee or to disperse the tasks to other committees
  - 3. Fr. Don prefers smaller groups with core focus
  - 4. Fr. Don meeting with committees including parish life and Jarrett

## 6. Columbarium Update:

- a. Fr. Don met with Sue Stanton. It is not a done deal to put a columbarium at Ames Cemetery. Would need to go through the City of Ames to build columbarium. Ames is unlikely to approve a columbarium at this time. The City of Ames is currently investigating building their own columbarium. Additionally, Ames doesn't want each church in the city build one in the municipal cemetery. We do own the land within the cemetery however we can't just build without city approval. City would need specific plans (architectural drawings, etc.) prior to approval. These details are not on the official city records.
- b. Of the four concepts designs, the Wondering Path (option D) plan was chosen related to building columbarium on church property.
  - i. Monument Wall
  - ii. Secret Garden
  - iii. Memorial Walk
  - iv. *Wondering Path*
- c. Questions for proxy: How are we going to finance, how many columbaria, how is it incorporated into the church site. How, once sold out, its paid for. Needs to be self-funded. Proxy to diocese
- d. Financing needs to be budgeted for a neutral project. Need to make a decision then put cost in place and then send proxy in for approval from diocese. With the proxy we need to tell archdiocese how it will be paid.
- e. Multiple proxy's:
  - i. Initial planning proxy – general design and location
  - ii. Next proxy with specific details - Architectural drawings for archdiocesan approval
- f. Facilities pointed out spot due to lack of underground facilities
- g. Fr. Don wants columbarium to be net positive for future expenses not cost neutral
- h. Current numbers on participation:
  - i. 35 definitely wishing to be included in columbarium
  - ii. 48 definitely interested
  - iii. 3 are unsure
  - iv. A number of people interested in assisting in funding columbarium and maintenance cost
- i. Total 30 niches each x 2 columbarium with a 3rd foundation
- j. Bill Klein getting documents potential columbarium occupants would sign to purchase. Bill Klein has everything needed to file initial proxy.
- k. Next step is to file initial proxy with concept drawings and location which will initiate a decision from Archdiocese

## 7. New Business:

- a. November Financial appeal from Fr. Don
  - i. Financial numbers are significantly down. We can't continue at this financial pace for too long. Offertory dropped significantly over the course of COVID (beginning in April/May). Bill working on getting the PPP loan forgiveness.
  - ii. Two items Fr. Don is working on:
    - 1. Focus for October: Need to reconnect with community. Conscious effort to keep community together.

- a. Deacons and spouses and Fr. Don communicating with St. Cecilia Parish community with the good St. Cecilia Community is doing
    - b. Introduction to new pastor - elderly initially
  - 2. Individual groups checking-in on their communities –
    - a. Marriage ministry, shut ins, Knights of Columbus, Etc
    - b. What’s going on in the parish, good things going on in the parish
- iii. Consensus for one-time appeal (envelope) for financial support is a must scheduled for November through December.
- iv. Long term rebuilding community and bringing community back into church.
- v. Next steps - Fr. Don will discuss during masses in November:
  - 1. Financial appeal
  - 2. Activities going on in parish
  - 3. More videos from Fr. Don

b. State of the parish notice will be sent out

**8. Committee and Board Reports:**

- a. Liturgy —
- b. Finance —
- c. Faith Formation —
- d. CSB — No representation at meeting
  - i. Still at 100% with one class hybrid due to COVID positive. Hybrid model for two weeks with Wednesday off (in 2<sup>nd</sup> week). Regular school schedule next week (29 September 20). No positives in students and teachers.
- e. Parish Life —

**9. Other Business/Additional Comments:**

- a. Mary Sue sending out reports. Reports need to be received by Friday for sending out
- b. Reno and Matt are assigned to Elections committee
- c. Fr. Don likes to have agenda items assigned for next meeting
  - i. Carry over updates from old business

**10. Closing Prayer:** Nancy led the group in a closing prayer.

**11. Adjourn:** Lois adjourned the meeting at 8:40pm.

**Next Pastoral Council Meeting:** Tuesday, October 27th, 2020 at 7pm

**Prayer Leader:** Sarah Mansel

**Visioning Update:** None

*Visioning Updates will resume in March 2021 with Stewardship*

