

**ST. MATTHEW PASTORAL COUNCIL
MINUTES
October 29, 2008**



MISSION STATEMENT: St. Matthew Catholic Parish is an enthusiastic, welcoming and dedicated community called to oneness and growth in personal holiness through the celebration of the Holy Eucharist. We are sent forth by the Word of God to bring others to Christ through our prayer and acts of charity. We strive to share our Roman Catholic faith, enjoy fellowship as a parish family, educate, serve others and be good stewards of the many resources given to us by God.

Meeting called to order at 7:15.

At-Large

_____ Craig Doyle
A _____ Tim Dusing
_____ Kitty Fischer - Chair
A _____ Ed Freije
_____ Karen Ridenour – Vice-Chair
_____ Pete Welch – Sec

A _____ Fr. Paul

Commissions

_____ Finance – John Andersen
_____ Spiritual Life – Marilyn Hunter
_____ Administration – Dan Dimond
_____ Christian Life – Bob Kowal
_____ School – Martha Marshall
_____ Youth Ministry – Amy Stimpson
_____ Stewardship –

_____ Pat Witt (A – Absent)

Opening Prayer: Question of the week reflections

GENERAL BUSINESS

Roll as noted

Minutes from September 24, 2008 meeting: Minutes presented for approval. **1M – Craig Doyle, 2M – Karen Ridenour – Minutes approved unanimously.**

COMMISSION REPORTS

Finance

John Anderson presented the finance report for the period ending September 30. As reported last month, July and August were both behind budget in Sunday collections. September collections met budget, but did not offset the negative balances from July and August. Therefore collections remained \$30,000 below budget at the end of September.

Pat Witt thanked John for his talk at all Masses on the weekend of October 18 and 19. John addressed the parish budget and the shortfall in collections, and appealed to all parishioners to increase their giving by 3%.

School tuition payments remained \$71,000 below budget. The shortfall is due to late payments rather than to student enrollment being lower than budgeted levels. To address the shortfall in payments Marie Carson will send a letter to each school family. The letter will provide the status of tuition payments for the family, and will instruct the family to contact the parish office if they are behind. John said that a record number of school families have requested tuition assistance.

Motion to approve August Financial Report 1M – Karen Ridenour 2M – Martha Marshall – Financial report approved unanimously

Spiritual Life

Marilyn Hunter reported that the Remembrance & Bereavement group did not meet over summer, but have started meeting again.

The altar cloth with the names of deceased loved ones will be used during Masses for All Souls Day the weekend of November 1 and 2. A banner with the names of all parishioners who have died in the past year will also be displayed.

Pat reported that the Wings event will take place on November 9. Matt Hayes, President of Brebeuf High School, will speak to adults. Fr. Jonathan Myers, Archdiocesan Director of Youth Ministry, will speak to youth. The topic of the speeches will be our call to be what God wants us to be. The event starts at 4:00, with speakers then a potluck dinner. Babysitting will be provided.

North Deanery Advent reconciliation services will take place on Sunday December 14, on Tuesday December 16, and Wednesday December 17.

Liturgy of the Hours will take place at 6:30 on the first three Wednesdays of Advent.

A group has met to discuss how to coordinate school and parish Advent activities for the school and the parish.

RCIA rite of acceptance & welcome will take place in mid-November.

Administration Commission

Dan Dimond reported that the tree clean-up help on September 27 went well. Many volunteers provided time, effort and equipment.

The Fall Fling will take place on November 15, with a rain date of November 22.

Recycling is going well. There has been no issue with foreign materials being put in the bin.

Christian Life

Bob Kowal reported that Keith Marsh and Tom Dempsey have agreed to head the gala committee. The gala is tentatively set for Saturday, February 21, just before the start of Lent.

A Blood drive will take place on November 9. It is being organized by Susan Stapleton. There will be a sign up form at Masses the weekend of November 1 and 2.

Breakfast with Santa will take place on December 2. A volunteer is needed to play Santa.

St. Matthew's next Saturday at the St. Vincent DePaul distribution center is November 8. Bob asked that everyone consider volunteering, and encourage other adults and teenagers to volunteer as well.

School Commission

Martha Marshall reported that a character development, anti-bullying program will be held in the school.

The school web site is on track to be live soon.

Katrina Ditmer evaluated the school's technology last year, and has presented her findings to the school commission. The first issue that will be addressed is software licensing. It is expected that the PFA will be able to provide whatever funds may be needed to ensure licenses are up to date.

Martha reported that the commission feels that efforts to market the school have been good. The effort is headed by Kim Wigand. There is concern that Kim does not have the support and budget necessary to implement all the plans. The PFA may be able to supply the needed funds.

PAL Committee will sponsor a Christmas at the zoo event in December.

Youth Commission

Amy Stimpson reported that Deanna Lustig has revamped the youth council. Deanna conducted interviews for middle school candidates for the youth council.

The event featuring Fr. Tony from New Orleans went well.

The "Rock in the Park" event also went well. This event was organized primarily by the high school students, rather than by their parents.

The Commission is looking at ways to get input from youth about how to change the monthly Youth Mass to increase participation.

A Pro-Life trip is planned for mid-January.

A mission trip is planned for the last week of July. The trip is scheduled to correspond with the high school athletics moratorium week. This will provide an opportunity for athletes to participate without missing out on their sports team commitments.

The National Catholic Youth Council meeting will take place in Kansas City in November.

OLD BUSINESS

Legacy of Our Mission: Pat reported that gatherings of big donors have been held on the last two Mondays. The goal is to have enough money pledged by the end of the year to enable work to start on the Parish Life Center project. There are two estimates for the cost of the project. Approximately \$1.5 million in additional pledges is needed.

Unless significant amounts are pledged by the big donors, the project will probably be put off until next year. If the project is put off, the plan will be retained so that it can be implemented when funds are available. Bill Mooney is heading up the fund raising effort. Kitty said that Bill is willing to attend a parish council meeting to provide an update.

Golden Jubilee – A Mass followed by a dinner and dance for parish adults will take place on November 15. A 50/50 raffle will be held to offset the cost of the dinner.

The Jubilee Mass and picnic held on October 5 were well attended, and went very well.

Strategic Plan – Karen Ridenour distributed copies of the updated commission plans. She thanked everyone who provided updates to her.

Karen will request updates each month before the council meeting. She will e-mail a Microsoft Word document template to use for the updates. She decided to use the Word template because the on-line software is not flexible and is difficult to use. She is willing to enter all updates into the on-line software.

Karen plans to distribute a printed copy of all updated plans at the next council meeting. There was some discussion about how to review updates at future meetings. Kitty suggested that we decide that next meeting after all the updates are in.

Pete Welch will contact Laurel Tansy about wireless internet access and a projector which would enable the council to review the updated information in the on-line software at the next meeting.

Executive Committee Meeting – Meeting will take place on November 10.

NEW BUSINESS

Communication to Parish – Kitty said that the council minutes and school commission minutes will be posted on the parish web site. Colleen Renie is the webmaster for the parish web site. Pete will contact Colleen about posting the calendar of parish events on the web site. The calendar is currently included as a bulletin insert once each month.

Pat reminded everyone that even if an event is on the calendar, a special request must be made to include it in the pulpit announcements, in the bulletin, or on the web site. Pat wanted everyone to be aware of who in the parish office is now responsible for the following items:

- Calendar of events – Marie
- Bulletin notices and inserts - Marie
- Pulpit announcements - Pat
- Requests to address the parish at Mass – Pat
- Prayer intentions – Pat
- Requests for events in the gathering space – Pat (selling is not allowed)

Dan suggested that the web site include a matrix of who is in charge of what parish ministries. Kitty said she would review the organizational chart that had been put together some time ago.

Dec 13 Christmas Gathering – This event will take place in the gym after 5:00 Mass. This event is hosted each year by the council as a thank you for parish volunteers. This year it will also be a farewell for Fr. Eric and Sr. Colletta; and the entire parish will be invited.

CLOSING COMMENTS – ST. MATTHEW STAFF

Time & Talent Directory – Pat requested that each commission e-mail to her their updates for the directory within 30 days.

The meeting closed at 8:45 PM with the Our Father.

Respectfully Submitted,
Pete Welch, Secretary