

Minutes of the Parish Council
Thursday, April 19, 2018

(Members who were present are underlined)

Pastor	<u>Fr. Greg Miller, OSB</u>	Elected Representatives:	
Trustees	<u>Dean Merdan</u>	8/15-8/18	<u>Dan Backes</u>
	<u>Lori Fuchs</u>	8/15-8/18	<u>Elaine Omann</u>
Chair	<u>Michaela Roske</u>	8/16-8/19	<u>Michaela Roske</u>
Vice Chair	<u>Jason Mohs</u>	8/16-8/19	Vacant
Past Chair	<u>Dan Backes</u>	8/17-8/20 II	<u>Jason Mohs</u>
Director, Faith Form.	<u>Alyssa Maty</u>	8/17-8/20	Joe Theisen
Secretary	<u>Julie Ortloff</u>		
Finance Council: <u>Lori Fuchs</u>			
Parish Life Committee	<u>Heidi Peternell</u>	Liturgy Committee	Scott Wallner
Faith Formation Comm	<u>Alyssa Maty</u>	Social Justice & Ministry C	<u>Michael Roske</u>

Guests: Dan Ortloff from Finance.

Jason M. motioned to approve the March 13, 2018 Council Minutes, Elaine O. seconded the motion and it was approved.

Unfinished Business & Committee Reports:

Finance Committee: The Finance Council met prior to the Parish Council, the meeting focused on the 2018-19 proposed budget. Several large projects were also discussed; Paving the Parking lot and driveway, renovating the bathrooms, and re-carpeting the hallway. The funds for the parking lot and driveway would come from the original building fund (which planned for asphalt phase), the funds for the bathroom and hallway renovations would come from the Catholic United Investment fund. A series of Finance and Accounting policies were adopted at the meeting, one of which was a confidentiality agreement. Implementing and acquiring signatures on the documents will begin immediately.

Faith Formation Committee: Alyssa reported that the 2018/19 Registration forms and schedule have been published. The annual ice cream social will take place on April 22.

Social Justice: Michael reported that they are looking to expand their membership by inviting Avon parish members to attend. They wrapped up the final details of the Lenten soup/speaker series. A Micro Finance video is planned for Pentecost Saturday mass.

Parish Life: Heidi reported that along with Catholic United Financial they will be coordinating the "Hope for those who Mourn" retreat on April 28th. They are also planning to provide hospitality following the May 26th mass celebrating Fr. Greg's Ordination Anniversary. A poster board display of our graduates will be posted during May and June. June 23rd following Mass a pie and ice cream social will be held to commemorate the Nativity of St. John the Baptist.

New Business:

Job description and Annual Evaluation of the Pastor: The council has been tasked with developing a process that evaluates the performance of the pastor and addresses the needs of the pastor. Lori made a motion that the Parish Council carry out an annual review of the pastor by March 31st yearly. The review committee will be comprised of the Council Chair, Council Vice Chair, One member of the Personnel Committee and one Trustee. This motion was seconded by Jason M. and

passed. A 360-degree evaluation is a process through which feedback from co-workers, parish members, as well as a self-evaluation by the employee themselves is gathered. This process will allow feedback for developmental purposes, providing inspiration to assist in developing work skills and behaviors. It is recommended that this process be completed by summer this year. **ACTION: Michaela will set a meeting of those who will be participating and begin the process. The Personnel committee is currently working on a detailed job description.**

Vice Chair Appointment: Jason M. has agreed to take on the role of Vice Chair of the Council. We thank Jason for his steadfast commitment to our Parish Council.

Sunday Mass Option: A parish member suggested that parishioners attend Sunday mass at the Abbey Church and possibly offer hospitality afterwards to the monks. Some discussion did suggest that in the future Faith Formation could take place at the Parish Center and then the students and parents could go to the Abbey for 10:00am mass. It was concluded that this idea has potential, we will have to further analyze and look at ways to build community and provide a family friendly atmosphere.

2018/19 Budget: Dan O. provided a review of the preliminary 2018/19 budget. All committee budgets were approved as submitted. Slight changes were made in fundraising areas, but in general the budget planning didn't change much from the previous year. The Finance Council will review the budget file again in May and approve if no other changes are recommended.

New Council Members needed: A timeline for parish council nominations was passed out. **ACTION: All council members are asked to seek parish members to nominate to the council.**

Implementing Barbara Sutton's ideas: The January workshop was well received, and promising ideas were discussed, now we will need to implement the ideas. This discussion was tabled.

Adjournment: by Dan B.

Next meeting: May 17, 2018

Date Approved: May 17, 2018