

**COUNCIL OF MINISTRIES**  
**Thursday, August 25, 2011**  
**IC Education Center Conference Room – 6:30 p.m.**

**MEMBERS PRESENT:** Audrey Cernohous, Laura Rebhan, Arlene Tenner, Fr. Jim Brinkman, Jo Germain, Ragna Raasch, Tanya Weinzierl, Dave Crosby, Stephanie Schleicher, Tin Scanlon, Annie Rud, Debbie Calleja and Dominic Rutledge. **Members Absent:** Eric Crandall.

**CALL TO ORDER:** Meeting was called to order with prayer led by Fr. Jim.

**SECRETARY'S REPORT:** Minutes were accepted by consensus as published.

**MINISTRY REPORTS:**

**Finance and Administration** – Dave Crosby - The finance ministry reviewed a draft of the Annual Report. The Today for Tomorrow account information is being included in the annual report this year. An explanation is included as to what this account is and how it is used. A few minor edits were made and Jo will finalize layout for printing. The Annual Report will be presented at all masses the weekend of September 24/25 during the State of Finance presentation. Don Klein will be asked if he can present the State of Finance that weekend. The shed at the Rectory is complete except for hanging of the door. The diocese has approved the building of the new garage and the building permit is being applied for. As soon as permit is received, the laying of concrete can begin. A leak was discovered in the toilet in the office bathroom. The toilet and sink were both replaced. In addition, other sinks throughout the church have leaking faucets. A bid was received by Countryside of \$1300. They will be replaced. A list of possible candidates to replace Pat Derrington on the finance ministry was reviewed. Each member voted for their top 3 candidates. An email will be sent to the current council members with voting results. The top candidate will be approached by Fr. Jim and Jo Germain and asked if he/she is interested in joining the Finance Ministry. There was discussion relating to the purchase of three plaques to recognize individuals and families who have given endowment money to the church, school and CF programs. Approval was given by the ministry and will be taken to the Endowment Committee for implementation.

**Stewardship** – Jo Germain – Since the committee has basically been inactive for almost three years, Jo has been in contact informally with previous members to discuss movement forward. The consensus is to have a meeting in September, focus on getting at least 5 members for the committee. When we get the membership to an acceptable level, meetings will begin with an eye to training the members into what stewardship means. Following that will begin the planning for the next year. In the meantime, Jo will follow through trying to Stewardship weekend speakers, putting out the annual report in a Stewardship Packet, and seeing if the Fellowship after Masses is feasible on the Stewardship Renewal Weekend. Wanda will continue to promote Stewardship through advertising ministries that are listed in the Ministry Booklet and staff employees as well as assist Jo in putting together the packet.

**Worship & Spiritual Life** – Audrey Cernohous – No report; our next meeting is September 1, 2011.

**Catechesis & Faith Formation** – Stephanie Schleicher – Workcamp's adventure took them to Hurricane, West Virginia where they remodeled and repaired storm damaged homes. Job Changes – Patty Berger is now  $\frac{3}{4}$  time employee. Her areas of responsibility are K-10, Marriage Prep, Baptismal Prep, VBS, Catechist Training, BASE Trainer, and Common Grounds Events. Tory Matuszak is  $\frac{1}{4}$  time employee. Her areas of responsibility are first Communion, First Reconciliation, Christian Initiation of Children, Children's Liturgy of the Word and Fat Tuesday. Kim Palmer is a full time employee. Her areas of responsibility are Adult Formation, overseer of all programs, Confirmation, BASE Trainer, BASE Record Keeper, Catechist Training, and all administrative duties with all programs. Cari Giannini is  $\frac{1}{2}$  time employee. Her duties are many and various, but basically assist the team wherever needed. Steph Schleicher will replace Laura Rebhan on the Council of Ministries. Registration forms have been sent out to previous year attendees of Catholic Formation. Due to lack of communication, some glitches have arisen with our registration process. The Catholic Formation Department is working to resolve the issues to make the process much easier for next year. Next committee meeting is September 1, 2011.

**Education** – Tim Scanlan - St. Mary's received a vehicle donation of a Ford Escape in August to be used for school business and potentially other parish business. Pre-K enrollment is 51 students out of a possible 52 spots. We still have openings in the preschool and wrap-around programs.

**Buildings and Grounds** – Fr. Jim – The trees on the North side of the church and the large Maple tree at the rectory were trimmed. The shed at the rectory was built by Al Lingen and his son. Fr. Jim is doing the painting to match the rectory. The door for the shed should arrive in a week to be installed and then the shed project is finished to store the lawn tractor and trailer. Fr. Jim has been busy trying to grow grass since July 5th, where the gravel and sand lift were next to the shed. The building of the garage in the back of the cemetery should begin soon. Due to the hot weather this project was delayed. We are going to put new sinks in the two large bathrooms in Corrigan Hall. The present ones are the originals and parts for them are no longer available. This has been budgeted for and we hope to put new toilets in the

near future when funds are available. All the cleaning and waxing in the Education Center is finished for school to begin. Corrigan Hall has also been cleaned and waxed.

**Outreach** – Annie Rud – The Outreach Committee met on July 28<sup>th</sup> to discuss plans for the upcoming C.O.M.E. meal (8/16/11) and also discuss options for a Volunteer Recognition initiative to be held sometime in the fall. The C.O.M.E. meal was held on August 16, 2011 at the 1<sup>st</sup> Lutheran Church; 269 individuals were served and Back Packs with school supplies were handed out for children in preparation for the 2011/2012 school year. Attendance was down compared to the same event in 2010 where approx. 325 were served. The Volunteer Recognition Event will be held in coordination with Stewardship Renewal Weekend (November 12 & 13, 2011). The Outreach Committee is planning to serve a variety of apple treats for the event and will meet again on September 21 to confirm arrangements for the event.

**Parish Social** – Ragna Raasch – No report.

**Parish at Large** – Dominic Rutledge and Deborah Calleja – no report.

**OLD BUSINESS:** None.

**NEW BUSINESS:** Fr. Jim presented the new Ministry members with a flow chart and a copy of the Constitution of the Council of Ministries with a brief explanation. Wanda Viellieux took pictures of each new Council member and a new group picture. A sheet was passed for phone numbers and e mail addresses for all the new members and correction for old members. It was asked that Teri e mail the new schedule with the e mail addresses out ASAP to all members.

There being no further business the meeting was adjourned. The next meeting will take place September 22, 2011 at 6:30 p.m., Education Center Conference room.

Respectfully submitted,  
Theresa Skramstad – Secretary