

Parish Council Meeting
June 24, 2024 7pm
Parish Conference Room

Meeting Summary: Parish Council convened their monthly meeting on 24 June 2024. Most members were present with a few exceptions. This meeting was Ms. Theresa Walck's final meeting as a Parish Council member and Parish Council Chairperson. During the meeting, Parish Council elected a new Chairperson (Mr. Jeremy Bries) and voted to retain Mrs. Becky Werner as Vice Chairperson and Mr. Brad Maas as Secretary. Primary topics of discussion during the meeting included strategic considerations for filling the vacant Parish positions, updates on the upcoming Parish Mission, and council debate on best practices for communicating decision-making processes to the Parish at-large. Council closed the meeting out with prayer, noting that the July meeting is cancelled and the August meeting will be the next occurrence.

Members present: Fr. Gifford, Becky Werner, Theresa Walck, Brad Maas, Julie Atwell, Brice Maertens, Kathy Hanford, Kristin Wilson, Erik Brown, Jeremy Bries, Heidi Vorac

Visiting parishioner(s): N/A

Opening Prayer: Kathy Hanford

Approval of Minutes - Minutes were motioned to approve and approved by Council with noted changes.

Into His Likeness

Items of Interest Fr. Gifford brought up for discussion with council

- Still looking to fill the three vacant positions
 - First position - Youth Ministry Director - posted for a full-time Youth Ministry Director who would be in charge of HS, Middle School, and Confirmation and College Prep Youth Ministries.
 - Discussion across the council about the potential to separate this position into multiple positions if we still encounter challenges to fill a single position. Council recommended to Fr Gifford to consider splitting it up into 3 or 4 roles, which may make the positions more appealing to the parish audience and could grow additional teamwork opportunities
 - Discussion with council also recommended to Fr Gifford to publicly outline the decision-making process of selecting candidates for these roles
 - Questions from council about the method/forum by which the parish is posting for these vacancies (Indeed, Parish website, Diocesan website, etc)

- “If we’re looking for a purple unicorn, we should probably find a rainbow” - Heidi Vorac
 - Also may need to consider putting together a vacancy search/recruitment team. Fr. Gifford highlighted that there used to be a Faith Formation team, may be worth seeing if this team would be willing to restart?
 - Second position - part time CCD Coordinator
 - Third position - Administrative Assistant for Faith Formation - would support the Youth Ministry and CCD Coordinators (and Father Gifford) from an administrative role.
- Growing Disciples
 - Officially the implementation phase starts 1 July 2024, however, there’s been guidance from the Diocese given to the affected Parishes. Discussion across the council about what actions St. Malachy may have to discuss regarding implementation and the effects on other parishes in the area (mass times, schedules, etc). Could consider recruiting administrators from other parishes for above-mentioned vacancies
- Parish Mission Update from Julie Atwell
 - Leadership team is fully filled!
 - Kickoff meeting was held with the leadership team a few weeks ago. Lots of excitement from the team!
 - Fr. Gifford met with the Bible Study team last week - recommendation to Fr. Gifford to avoid doing the Bible Study phase of the mission/quads in the spring so that it doesn’t conflict with existing Bible Study
 - Discussion with council - appropriate ages for Parish Mission (Fr. Gifford: teen through adult)
- Budget Approval Process
 - In response to parishioner feedback, there will be a note in the bulletin this week talking about the budget approval process and highlighting that the budget approval will be delayed a few weeks to ensure that the parish has opportunity to obtain information about the budget prior to the Finance Council and Parish approving the budget.
- Sanctuary Flooring Project
 - On July 14, 2024 there will be two statements in the bulletin:
 - One talking about the general feedback received from the stained glass window surveys. This would include an open invitation for parishioners to ask to talk to Fr. Gifford if they haven’t already taken the opportunity to do so
 - Second point will focus on defining the reason behind the flooring project and the details surrounding the project
 - Subcommittee on Stained Glass Windows
 - Have convened twice to review and discuss. Plan is to provide notes to Parish Council Secretary to develop a report. The report will be staffed (in draft form) to Parish Council for review, then furthermore to other committees, prior to publication to the Parish.

Items from Council

- New Officer Selection
 - At the August meeting - Fr. Gifford wants to do another “Meet Your Parish Council” introduction
 - Council voted on Parish Council Chair vacancy - Jeremy Bries selected as Parish Council Chairperson
 - Council voted to retain Becky Werner as Vice Chair and Brad Maas as Secretary
- Committee Chair Appointments
 - Tabled to August meeting
- Financial Report - Becky Werner attended the Finance Committee meeting on 20 June 2024. Becky provided comprehensive notes on the meeting in addition to the summary documented in these minutes:
 - This was not a quarterly meeting, rather, it was a meeting to review the proposed budget for next fiscal year. The budget is typically due to the diocese in May, however, we usually provide by mid-July without any issues. The committee plans to finalize the budget by the next quarterly meeting, currently set for 20 July 2024. Fr. Gifford intends to provide an update to the parish at-large regarding the budget review. The intent is to keep the budget close to the same as current fiscal year for collections.
 - Windows for the school are scheduled for work during the week of 15 July. Of the ~\$160k cost for the windows, approximately \$141k will come from the proceeds from the sale of Fr. Pakula’s house and the balance of \$19k will come from existing capital improvement funds.
 - Fall Parish Mission will require ~\$1,500 in funds to come from the Parish. If all tickets are not sold, it may incur additional cost to the Parish.
 - The ADA shortfall will be paid by ~15K that has been set aside from collections, into the ADA reserve account
 - The ADA Reserve account is currently being funded with loose cash from Sunday collections. This change was instituted last year and has helped us pay the deficit.

- School Report
 - N/A
- Totus Tuus Potluck
 - Update from Kristen - 110 parishioners coming, coordinating with a few volunteers to provide additional food and do setup/takedown
- Survey Response
 - Covered above
- Summerfest
 - Update from Becky:
 - Debbie will work on facebook page when she returns

- Need assistance from council members to potentially sell drinks during summerfest - going to engage Parents Club to sell pop and water at Summerfest
- Going to engage Jim Ries on how many activities should be “paid activities” or just provided to the parish free of charge
- Bi-laws and Constitution
 - Review By-laws and constitution for August meeting
 - Consider any updates to the election process

Future Meeting Date: August 26, 2024 7pm. Planned no July Parish Council Meeting.

Prayer Leader for next meeting:

Closing Prayer: Kathy Hanford