



# ST. EDWARD'S PARISH COUNCIL MEETING MINUTES

January 19, 2016, 7:00 PM

## Prayer

### I. 50th Anniversary

- **Report:** A report was distributed regarding 50th anniversary planning. Considerations for committee membership were listed. The theme has not yet been decided nor have celebration events been determined. Community Life Commission will coordinate a Parish Pictorial Directory; photos and statistics will be needed. An overall anniversary budget must be determined, along with whether or not fundraising for a special project should be incorporated into anniversary planning.
- **Suggested Next Steps:** Appoint committee, create calendar and establish timeline, with parameters and guidelines.
- **Meeting:** A meeting to flush-out a committee and discuss budget and funding will be coordinated.

### II. Administration update

- **Financial Summary:** A Financial Summary was distributed, showing both contributions and expenses below budget. Request made that a report be created showing trends vs. snapshots of financial data.
- **Audit:** Draft of audit complete with final audit pending, but preliminary reports show no concerns.

### III. PC Task Force Draft Report:

- **Overall Theme:** Engagement, Community Building and Communications
- **Input:** Draft Report created with input from staff, commissions, PC members and Task Force members
- **Discussion:** Every bullet item on Draft Report discussed, with question and answer time for each; some highlights of the discussion include:
  - **Fundraising:** A clear fundraising policy is needed; policies at other parishes will be requested
  - **Cost Cutting:** Cost cutting measures could be explored, like cooperation with other parishes
  - **Metrics:** Quarterly reports with metrics like sacramental information, pounds of food donated to VEAP and number of visits made to the sick deemed especially helpful
  - **Financial Data:** St. Edward's Church has been legally advised to not publicly publish financial information.
  - **Finance Council (FC):** Finance Council members are by appointment only and are not publicized. The FC chairperson is listed in the bulletin; however, at this time we do not have a FC chairperson. The Parish Administrator is currently serving as the chairperson. FC meetings are not public meetings; however, parishioners may arrange to meet with the FC by contacting the FC chairperson.

## PARISH COUNCIL MEMBERS

Bob McBeath	Co-Chair
Jennifer Zupke	Co-Chair
George Heenan	Administration
Jimmy Ojo	Pastoral Care
Bonnie Strand	Social Justice & Charity
Patsy Murphy	Community Life
Eric Van Brocklin	Faith Formation
Herman Viegas	Worship
Andrew Johnson	Youth
Maggie Peller	Youth

Paul Hufnagle	Trustee
Chuck Melby	Trustee

Father Brian Fier	Pastor
Sherrie Schroeder	Parish Administrator
Melissa Cavanaugh	Dir. of Communications

## IN ATTENDANCE

Bob McBeath  
 Jennifer Zupke  
 George Heenan  
 Bonnie Strand  
 Patsy Murphy  
 Herman Viegas  
 Jimmy Ojo  
 Andrew Johnson  
 Maggie Peller  
 Paul Hufnagle  
 Chuck Melby  
 Father Brian Fier  
 Sherrie Schroeder  
 Melissa Cavanaugh

- **Consensus:** Although PC members were demonstratively supportive of the Draft Report, a suggestion was made that St. Edward's budget priorities should start with the basics: keep the church open to celebrate Mass and care for our parish employees; then build from this foundation.
- **Next steps:**
  - 2016-17 budget forecast needed
  - Draft Report to be re-formatted for distribution to commissions
  - Leadership Guide to be updated by April or sooner
  - Options to be considered for gathering parish input, like an on-line survey and/or Second Sunday or Donut Sunday presentation

#### **IV. Budget meeting**

- PC Chairs called a budget meeting for Tuesday, January 26th, at 7:30pm.

#### **V. Closing prayer**

Meeting ended at 9:42 PM.

Next PC meeting: Tuesday, February 16, 2016, 8:30 PM