



CHURCH OF ST. EDWARD PARISH COUNCIL MINUTES

March 21, 2017, 8:30 PM

I. Prayer

II. 50th Anniversary

- **Distributed:** "Recommendations to the PPC"; \$22,000 proposed budget, gift for founding members and Christmas ornament / memorabilia item
- **Motion:** "PC authorizes payment of initial expenditures of 500 ornaments, 120 crosses (medium sized samples), 1500 prayer cards and one foyer banner by using the \$5,000 donation received for the 50th celebration." George Heenan initiated the motion and Michael Barg seconded it; all members present were in favor.
- **Other:**
 - Timeline needed for raffle fundraiser
 - Explore corporate sponsorships
 - Approach Knights of Columbus about cost of crosses; perhaps include inscription on back
 - Invitations with RSVP for priests, nuns, former staff and founding members to be mailed in April
 - Consult task force for cake/Dilly bars or ceremonial cake options for September 10th

III. Administration Update

- **Distributed:**
 - "Parish Council Financial Comments"; contributions, expenses, resulting income and cash flow with the proposed fiscal 2017-18 budget approved by parish leadership
 - "Parish Council recommendations to Finance Council regarding budget for 2017-2018 / Finance Council response to Parish Council's recommendations"; notations about staff salary increases, additional staff positions and capital reserve
- New member of maintenance crew hired; Dave Santos
- Workers Compensation and general insurance deduction earned by properly following rules and policies

IV. "Special" Meeting vs. PC Meeting

- Pages 9 & 29 of Leadership Guide referenced
- PC members asked to read over Leadership Guide for possible revisions to references about "special" meetings; consider how to define "special"
- **Motion:** "Minutes from the March 7, 2017 special session of the PC to be added as an addendum to the March 21, 2017 minutes." Michael Barg initiated the motion and Bonnie Strand seconded it; all members present were in favor.

V. Items for April / Closing Prayer

- Agenda items per Leadership Guide's schedule for April
- Read Leadership Guide / Define "Special"
- 50th Planning
- **Next Regularly Scheduled PC Meeting:** April 18, 8:30pm

Note: Addendum Attached

PARISH COUNCIL MEMBERS

Bob McBeath	Co-Chair
Jennifer Zupke	Co-Chair
George Heenan	Administration
Michael Soderlund	Pastoral Care
Bonnie Strand	Social Justice & Charity
Patsy Murphy	Community Life
Lois Hummel	Faith Formation
Michael Barg	Worship
Maggie Peller	Youth
Open	Youth
Paul Hufnagle	Trustee
Chuck Melby	Trustee

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

IN ATTENDANCE

Bob McBeath
Jen Zupke
Bonnie Strand
Patsy Murphy
Michael Soderlund
Michael Barg
George Heenan
Lois Hummel
Maggie Peller
Father Brian Fier
Sherrie Schroeder
Melissa Cavanaugh

Staff / Guests:
Joan Black



CHURCH OF ST. EDWARD PARISH COUNCIL ADDENDUM (SPECIAL SESSION)

March 7, 2017, 7:00 PM

PARISH COUNCIL MEMBERS

Bob McBeath	Co-Chair
Jennifer Zupke	Co-Chair
George Heenan	Administration
Michael Soderlund	Pastoral Care
Bonnie Strand	Social Justice & Charity
Patsy Murphy	Community Life
Lois Hummel	Faith Formation
Michael Barg	Worship
Maggie Peller	Youth
Open	Youth
Paul Hufnagle	Trustee
Chuck Melby	Trustee
Father Brian Fier	Pastor
Sherrie Schroeder	Parish Administrator
Melissa Cavanaugh	Dir. of Communications

IN ATTENDANCE

Bob McBeath
Bonnie Strand
Patsy Murphy
Michael Soderlund
Michael Barg
George Heenan
Lois Hummel
Father Brian Fier
Sherrie Schroeder
Melissa Cavanaugh

Staff / Guests:

Dc. Mark Johanns	Parish Accountant
Dc. Jim DeShane	Dir. of Pastoral Ministry
Bridget Grotins	FMF Coordinator / Coordinator of Sunday School and Nursery

I. Prayer

II. 2017-18 Preliminary Budget

- "Additions to budget not included in the '17-18 preliminary budget that need to be considered" (Capital Reserve, Salary Increases, Benefits, and 2 Additional Positions) was distributed. Additionally, it was noted there is no separate budgeted amount allocated for:
 - 50th Anniversary Celebration:
 - Projected costs are \$20,000
 - \$2,000 is allocated for the Feast of St. Edward
 - The Feast raffle proceeds this year will go to 50th anniversary expenses; goal for the raffle is \$10,000
 - Specially-designed Christmas ornaments may produce some fundraising results
 - Worship Technology Project
- **Motion:** "PC recommendation is to provide a 4% salary increase across the board with benefits budgeted at a projected 10% adjustment rate (benefit rate not determined at the parish level)." Bonnie Strand initiated the motion and George Heenan seconded it; all members present were in favor.
- **Motion:** "PC recommendation is for no provisions added to capital reserve amount." Michael Barg initiated the motion and Bob McBeath seconded it; all members present were in favor.

III. Possible Staff Hiring

- **Motion:** "PC recommendation is to hire two 25-hour part time staff positions, one for Social Justice & Charity and one for Community Life, with a reserved budget for salaries attached to those two positions and the caveat to revisit this structure if needed." Patsy Murphy initiated the motion and Michael Barg seconded it; all members present were in favor.

IV. Families Moving Forward

- **Motion:** "At the recommendation of Families Moving Forward (FMF) Leadership the Parish Council stated that the FMF program is temporarily suspended. The communications staff should prepare an announcement to the parish in conjunction with FMF program leadership." George Heenan initiated the motion and Lois Hummel seconded the motion; all members present were in favor.
- The FMF program leadership includes Bridget Grotins and Wendy Cotter.

V. Visioning

No notes taken.

VI. Items for March / Closing Prayer

- **Next Regularly Scheduled PC Meeting:** March 21, 8:30pm