



CHURCH OF ST. EDWARD PARISH COUNCIL MINUTES

April 18, 2017, 8:30 PM

I. Prayer

II. 50th Anniversary

- **To Do:** Save-the-date letters will be mailed soon to clergy members and other former staff. Founding members' save-the-date letters will go out next month. Follow-up phone calls will be made. Invitations with RSVP cards will be mailed this summer, to all who receive save-the-date letters plus all registered households.
- **Planning:** Music planning going especially well. Need to carefully divide up building space with Feast Committee.
- **Concerns:** Raffle planning and pictorial directory

III. Administration Update

- Distributed:
 - "Parish Council Financial Comments (April 18, 2017)"; current contributions, expenses, resulting income and cash flow reported
 - "Final Budget, F'17-F'18"; noted that there were no Capital Reserve Expense funds budgeted
- Still accepting applications for two part-time staff members; leadership members invited to join the interview task force

IV. "Special" Meeting vs. PC Meeting

- George Heenan and Michael Barg will recommend specific language at the May PC meeting to define the difference between "special" (called by the pastor, with the option to be a closed session) meetings and "other" (called by PC consensus from those present, open session, with notification shared as feasible) meetings

V. April Leadership Guide Items

- **Review of Programs with Leadership Groups:** Assist with understanding, within the budget, of how programs are funded. Note: Worship Tech Team is funded at \$2,000 for fiscal year 2017-18 but recently realized a need for \$6,000 instead
- **Staff Commitments, Agreements Signed:** Sherrie Schroeder is preparing employment letters this month

VI. Items for May / Closing Prayer

- **Agenda Items Per Leadership Guide for May:** Gather metrics and review best practices
- **Review Meeting Language:** "special" and "other"
- **Membership:** Bob McBeath will stay; attempt to recruit an additional youth representative; pastor has option to appoint additional members (2)
- **Next Regularly Scheduled PC Meeting:** May 16, 8:30pm

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
Father Brian Fier
Sherrie Schroeder
Melissa Cavanaugh

Staff / Guests:
Joan Black