

**Holy Trinity Parish of Webster County
proclaims the Good News of Jesus Christ
by promoting spiritual enrichment for
all Catholics through our discipleship,
worship, stewardship, and living
Christ's love.**

**Pastoral Council Meeting Agenda
Wednesday, July 5, 2017
5:30 pm
St. Edmond Library**

1. Opening Prayer
2. Approval of Previous Minutes, approved by email.
3. Reports – Committee Liaison to report
 - a. Administrative/Parish Life- Parish Life Director Report
 - b. Finance
 - c. Parish Life & Stewardship
 - d. Facilities
 - e. Spiritual Life
 - f. School Board- just met Wednesday
 - g. Hispanic Ministry
4. Childcare Adhoc Report
5. New member discussion- no one came forward from bulletin plea.
6. Other
7. There is not a meeting in August.
8. Adjournment

Next Meeting – September 6, 2017, 5:30 PM., St. Edmond Library

HOLY TRINITY PARISH

Pastoral Council Meeting

Date: June 7, 2017

Time: 5:30 pm

Place: SE Library

Present: Holly Aljets, Carol Barber, Marissa Crimmins, Mark Crimmins, Liz Flattery, Arlyn Gorackowski, Beth Lawler, Abby Landwehr, Msgr. Kevin McCoy, Dave Prebeck

Excused: Fr. Patrick Behm, Ben Crimmins, Ray Crouse, Adrienne Hamilton, Deb Hedding, Hiedi Touney

	Topics Discussed	Recommendation	Action
Call to Order			Holly Aljets called the meeting to order.
Opening Prayer			Msgr. Kevin welcomed Pat Leiting, the new Parish Director. Msgr. Kevin McCoy led prayer.
Approval of Minutes	Approved via email.		
Reports			
Administrative/Parish Life Director Report	Msgr. Kevin went over the report. We will be changing the Corpus Christi EMHC rotation from being on for a whole month, to rotating each week.		
Finance Council	The council did not meet due to lack of members being able to make it. The financials were approved via email for April. They are looking to move the day that they meet since so many cannot make the current time. Hiedi had Marissa Crimmins, Office Manager, create a variance report to compare last year's giving at this time to this year. There is just a 1% decrease so considering all the changes that are going on, that is not a bad drop.		
Parish Life & Stewardship Comm.	They are still looking for new members for this committee.		
Facilities	The focus right now is cleaning the school over the summer months. The architects have been reconvened to move forward on the new church. The storm damage was minimal for our properties. We did lose a few trees at Corpus Christi Church, the SE Arena and at St. Edmond. The scoreboard on the practice football field was blown down. A fence panel at Sacred Heart had to be put back up.		
Spiritual Life Committee	Spiritual Life and Liturgy & Worship groups will meet together for the first time this month.		
School Board Report	St Edmond graduated 40 seniors and so far there are 43 students enrolled in kindergarten. New students in all grades continue to register. They will be going with MacBook's for the middle school. They came back with a matching bid with Chrome. This way all students from middle school up will have Apple products.		
Hispanic Ministry	Fr. Patrick met with the Hispanic Ministry group. They continue to work on getting a schedule for ministries for Masses rather than rely on people just showing up to do it.		
New Parish Director	Pat Leiting was once again welcomed to the		

	council and to his new position.		
Membership	<p>Deb Heddingger has served two terms so she will be leaving the council. Adrienne Hamilton has served her first term and will not be continuing for a second.</p> <p>Arlyn Goraczkowski volunteered to come onto the council as his term as Spiritual Life representative is up.</p> <p>Dave Prebeck and Art Raya have served their terms of appointment to the council.</p> <p>Holly Aljets will move up to Chair. Will need to elect a new Vice Chair.</p>		<p>It will be put in the bulletin that there are vacancies on the Pastoral Council and asking people to submit their name if interested.</p> <p>Appointments are for one term only.</p>
New Church building update	The design team for the new church has met with BVH Architects. They will begin to move from pictures to a construction design. That design will have to be approved by the Diocese. The hope is to have that done by October. Once approved then will move to a construction document. In early 2018 bid packages will go out and hope to have bids back by February. We do have a construction manager in place. If all goes well the church will be done by October of 2019. Msgr. Kevin will continue to keep the council up to date on progress.		
Other	Fr. Frank Lona has decided to leave the priesthood. Please keep him in your prayers.		
Visitor Comments			<p>Marcene Vaske shared that there is confusion with what can and cannot be done with the old church buildings; she has gotten mixed comments from sources.</p> <p>She also stated that it is important to some people in the parish that the old churches are not torn down, but be repurposed.</p> <p>She also wondered if kneelers were going to be in the new church, some new churches are going without them. Could this be an issue with our parishioners?</p>

Arlyn Goraczkowski moved to adjourn the meeting, Beth Lawler seconded. Meeting adjourned at 6:10 pm. Next meeting – July 5, 2017, 5:30 pm, SE Library

Parish Life Director Report – July 2017

Summer Celebration - team will meet Friday, July 7th to finalize details

WELCOME Retreat – women’s “seed” team is now complete with the following individuals: Adrienne Hamilton, Marianne Kesten and Marie McLoughlin. Both men’s and women’s teams are now working to recruit their 15 member giving teams. Also in the month of July we’ll receive all of the planning binders and other materials from Dynamic Catholic, which are at no cost since we are a part of a pilot project.

Formation Ministries (Rock Climbers, EDGE and One: Eight Confirmation) are set to send out their early bird registration by July 7th. New this year will be one form to register the entire family with, in addition to the option of registering and paying online.

VBS – preparations continue to move forward. We are currently on track to meet or surpass the number of students who attended last year (75).

Extraordinary Minister of Holy Communion Recommissioning and commissioning – we have **submitted** names to be re-commissioned and names to be newly commissioned to the Diocese. These individuals will be able to begin serving as EMHCs in August 2017. The total number of EMHCs we’ve presented to the Diocese for commissioning should allow the parish to have enough to rotate weekly for weeks.

Stewardship Renewal - initial meeting has been held and awaiting Msgr.’s approval of the timeline.

Youth Ministry Position - we have publicized the position at mid-west Catholic colleges and universities, State of Iowa universities’ Catholic student centers, on the Diocese of Sioux City website, Holy Trinity Website, HTP social media, Life Teen job page, NET Ministries job page and other similar youth ministry websites’ job pages.

Preparation for Staff Planning Day – pastoral staff planning day is an afternoon whereby the pastoral staff evaluates as a whole our work as a team, looks to the coming year to review the parish’s pastoral calendar and consider opportunities to whereby greater collaboration can be achieved as we continue to work towards our mission of spreading the Gospel.

Parish Life and Stewardship Meeting Minutes
Monday, June 19th, 2017
6:30 pm at the Business Office

Opening Prayer

Reports

Parish Council- Liz: No report

Parish Life Director- Hiedi: Spiritual Life and Liturgy & Worship committees will be combining. "Welcome" retreat is happening in 2018. Built upon the old CRHP platform. Men's retreat is scheduled for February and women's retreat will be in March. Pat Leiting will start taking over the duties of Parish Lay Director.

Social Justice and Outreach- Hiedi: Looking into starting Social Justice group within parish.

Old Business

Welcome Buddies- Roxie: Working on determining direction and goals for moving forward.

Childcare Ad-hoc: No official report. There were 219 responses to survey and the biggest factor for not taking part in a parish function was not due to lack of child care, but rather other time commitments.

Summer Outdoor Celebration: Mass will be at Corpus Christi and then supper will be provided out at the aquatic center afterwards. As a group, we don't have assigned tasks- we are encouraged to sign up for jobs as needed.

New Business

Stewardship Ad-hoc: Meeting on Tuesday, June 27. *If anyone not present at the meeting would like to be a part of this, please let Hiedi or Liz know.*

Vice Chair and Committee Members: Liz is now Vice Chair and please bring names to the table of possible committee members.

Long Range Plan goals: In August we will pick at least two goals for our 2018 focus. We want to pick goals we have yet to really work on.

Other

We reviewed chapters 4 & 5 in the USCCB letter on Stewardship

Facilities Committee Minutes

Holy Trinity Parish / St. Edmond Catholic School

June 14, 2017 @ 5:15 p.m. Business Office

Present: Msgr. Kevin McCoy, Todd Lee, Marissa Crimmins, Nick Drzycimski

Opening Prayer

Maintenance Report:

1. Annual Maintenance Schedule
 - a. Status Report by Todd Lee attached

Old Business:

1. SE roof moisture – IR scan performed; Marissa to send out report
2. Bus Barn site plan – Schlotfeldt Engineering plan being revamped
3. Arena field work – Todd to contact City to roll track
4. BVH Architects meeting set for July 27
5. Corpus Christi Center floor cleaning discussed with Cindy
6. Summer projects completed – roof spikes & stage curtains removed

New Business:

1. Arena Trees – Arbor Pro to take down

No meeting in July

Next Meeting: August 9, 2017

HTP/SE Facilities Committee MTG.

June 14, 2017

HTP

CC:

1. Ceiling on south side starting to flake.

SH:

1. Ceiling cracking

Clare:

1. No issues

Moorland:

1. No issues

Dayton:

1. No issues

Cemeteries:

1. No issues

SE Facilities:

1. Ceiling painting put on hold until funds are available

JUNE

2017 Status

Mowing/trimming	& spraying school grounds	on going
Roof Inspections	flashings, blackjack, etc.	on going
Fire Alarm System	tested & inspected by Simplex-Grinnell, DM	tbd
Sprinkler System	Midwest Automatic Fire Sprinkler Co., DM	tbd
HS/MS Steam Boilers	Inspection - Hartford Steam Boiler Ins Co	tbd
Elem Boilers	Inspection - Hartford Steam Boiler Ins Co	tbd
All Tiled Areas	unloaded/cleaned/stripped/ waxed	on going
All Carpeted Areas/Mats	cleaned/extractor deep cleaned	on going
Heating Units	serviced/filters changed	on going
Elem & HS Gym floors	Refinished by CID (Elem not done in 2015)	

SPIRITUAL LIFE COMMITTEE MINUTES, MAY 17, 2017

Present: Hiedi, Wynn, Arlyn, Fred, Pat, Kathy, Katie, Jason, Beth, DeAnn.

Opening Prayer: Led by Hiedi.

Parish Life Director Report: Attached. Future reports will be St. Edmond, QWT-no Catholic Identity, Formation Areas. Retreats will be revamped. Grades 6,7,8 will be a half day with BCU students. 9th will be Nov. 17-19. 10th-all day maybe at Hidden Acres. Maybe a FOCUS speaker. 11th- ISU St. Thomas Aquinas Center with FOCUS. 12th-more Catholic-centered and less play time.

Respect for Life is now under Catholic Identity.

We have received two applicants for Kasey's position.

Old Business:

Altar Service Training (July 9&16):: Dave Flattery and Fr. Pat will do this.

EMHC Commissioning/Recommissioning: In report. Recommendations will go to SLC.

Summer Celebration (July 30): In report.

100th Anniversary of Fatima Apparitions: Held June 17. Will continue through October.

Welcome Retreats: In report. Will be Sat.-Sun. at school.

New Business:

The Committee Charter was reviewed.

Determine terms: Some terms were assigned.

Choose Committee Officers: Dave Flattery will be asked to be Chair and Chris Carney for Secretary.

The United By Faith Long Range Pastoral Planning Goals were reviewed.

What needs to be finalized/accomplished by August 17 meeting? Finalize officers and terms.

Theology on Tap: Topics and research must be done by the committee and given to priests/deacons, due to their workload.

Meeting adjourned at 7:55 pm.

Fred Kesten, Secretary