

**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, September 6, 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
  - g. Hispanic Ministry
4. New members needed
5. Other
6. Adjournment

**Next Meeting – October 4, 2017, 5:30 PM., St. Edmond Library**

# HOLY TRINITY PARISH

## Pastoral Council Meeting

**Date:** July 5, 2017

**Time:** 5:30 pm

**Place:** SE Library

**Present:** Fr. Patrick Behm, Arlyn Gorackowski, Adrienne Hamilton, Deb Hedding, Beth Lawler, Abby Landwehr, Msgr. Kevin McCoy, Dave Prebeck, Hiedi Touney

**Excused:** Holly Aljets, Carol Barber, Ben Crimmins, Marissa Crimmins, Mark Crimmins, Ray Crouse, Liz Flattery, Pat Leitig

	Topics Discussed	Recommendation	Action
<b>Call to Order</b>			Adrienne Hamilton called the meeting to order. Read Visitor Statement
<b>Opening Prayer</b>			Fr. Patrick Behm led prayer.
<b>Approval of Minutes</b>	Approved via email.		
<b>Reports</b>			
<b>Administrative/Parish Life Director Report</b>	Materials came for the WELCOME Retreat- the updated version of CRHP. Working on setting up times for the new EMHCs to be commissioned and trained. Aaron Pohlen has been hired as the new Youth Minister. He has worked with the programs we have in place. He will be going with the kids to Steubenville on July 18.		
<b>Finance Council</b>	Nothing to add to the report.		
<b>Parish Life &amp; Stewardship Comm.</b>	Liz and Jon Flattery attended the Bishop's Leadership Convocation in Florida. The committee is ready for next year.		
<b>Facilities</b>	Nothing to add to the report.		
<b>Spiritual Life Committee</b>	Arlyn Gorackowski went over the report. Kira Wirtz will be the new representative from this committee to the Council.		
<b>School Board Report</b>	No report and no one to give a report.		
<b>Hispanic Ministry</b>	No report.		
<b>Childcare Adhoc Report</b>	Liz Stanek presented the findings from the survey they asked parishioners to take regarding the need for childcare. <ul style="list-style-type: none"> <li>• The finding was that people would rather have events that the whole family could attend instead of having childcare available for adult only events.</li> <li>• What is keeping people away from attending events- their lack of time available.</li> <li>• Need fun activities that they would not normally do at home.</li> <li>• Have a snack available.</li> <li>• Perhaps have a class on how to simplify your live to make more time for God and church. How to make church first instead of last.</li> </ul>		
<b>New member discussion- no one came forward from bulletin plea.</b>	If Arlyn is approved, there is still one opening on the Council. Dave Prebeck's appointment for Finance and Art Raya's appointment for Hispanic is also up. Msgr. Kevin McCoy will appointment people if he feels it is needed. Are people still being sent down from Committees? At this time, yes.		Arlyn Gorackowski offered to remain on as an at large member rather than a committee rep. The council will vote via email on approval.
<b>Other</b>	Nothing at this time.		
<b>Visitor Comments</b>			Marcene Vaske shared that there is much discussion on getting young people and families involved, but we need to remember the elderly in the small towns where worship sites were closed. Do we need to provide transportation for them

			to get to church on Sundays?
No meeting in August.			The next council meeting will be September 6 <sup>th</sup> .

**Arlyn Goraczowski moved to adjourn the meeting, Beth Lawler seconded. Meeting adjourned at 6:15 pm. Next meeting – September 6, 2017, 5:30 pm, SE Library**

Holy Trinity Parish Life and Stewardship Meeting  
August 21, 2017

Members present: Joe Perry, Hiedi Touney, Joe Hora, Joyce Lennon, Angela Croonquist and Michelle Woodruff

Liz opened the meeting with prayer.

This years Stewardship renewal brochure will have a fresh new modern look. There will also be one in Spanish. These will be sent out on the 16th of September. Lay witness talks will be on October 21st and 22nd. Names of individuals willing to give a talk were discussed and will be contacted. On commitment Sunday, our committee should be available to help at Masses with renewal forms that will be filled out during Mass time. Post renewal process will be discussed during our September meeting.

Donuts and coffee will take place 2nd Sunday of each month, September through March. Different groups of people throughout the church will be in charge of each month. The Rosary group was talked about for September and Stewardship for October.

Instead of a Spring Social for March 2018, it was decided to wait until Summer of 2018.

Our two goals for the upcoming year are: to increase participation in the 18-40 age bracket and create a welcoming process within our parish. This can partly be done by keeping leadership going as well as mentoring incoming leaders.

Softball was discussed and will be revisited for next summer but the idea of alternating types of games was mentioned.

Vice-chair for stewardship was talked about. Either Joe or Laura would be great candidates.

Our next meeting will be September 18th at 5:30.

# Facilities Committee Minutes

Holy Trinity Parish / St. Edmond Catholic School

August 9, 2017

**Present:** Msgr. Kevin McCoy, Todd Lee, Keith Kolacia, Nick Drzycimski, Christina Rosch, Ben Crimmins and HPTC  
Rep Beth Lawler

## **Opening Prayer**

## **Maintenance Report:**

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

Cooling tower drained and caulked;  
Playground intake cleaned out & weed matted;  
Floors stripped/waxed, HS Gym, CC Food pantry & bathrooms;  
1<sup>st</sup> floor elementary hall to auditorium & back auditorium wall painted;  
Checking on blue light trim for stage;  
Will check elementary doors for chipping edges.

## **Old Business:**

1. SE roof moisture – IR scan report discussed;
2. Bus Barn site – City Board of Adjustment approved site plan;
3. Arena field work – City rolled track; Todd to contact FD Asphalt for rock quote & roll;
4. BVH Architects – next meeting with Diocese 9/14/17;
5. Arena trees taken down.

## **New Business:**

1. Football field scoreboard ordered;
2. Football locker room – Todd Baker working on quotes for moving and City site review;
3. New Church design process started; estimate plans ready by Jan. 2018; playground to remain as is;
4. Arena fencing discussed to protect track;
5. Arena chairlift – Todd to contact Schumacher;
6. Football goal posts need painting;
7. Oratory sites – replacement insurance vs. full coverage discussed.

# HTP/SE Facilities Committee MTG.

## August 7, 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

Maintenance Spreadsheet <b>AUGUST</b>		Person Responsible	
Mowing/trimming	& spraying school grounds	Stumps	on going
Emergency lights	tested - Date TBD		tbd
Elementary	inspected by State	TL	July
Elevator (Otis Elevator)	Inspector - Date TBD		
Bus Barn doors		ck/lube/adjust - Overhead Door of FD	
All Tiled Areas	unloaded/cleaned/s tripped/waxed	TL	on going
All Carpeted Areas/Mats	cleaned/extractor deep cleaned	AP	on going
Heating Units	serviced/filters changed	TL	august
Elem Playground	Equipment inspected		TL

## **Spiritual Life Committee**

**Thursday, August 17, 2017 6:30 P.M.**

Present: Dave Flattery, Hiedi Touney, Beth Lawler, Kathy Kapustka, Fred Kesten, Sheila Huebsch, Kara Wirtz, Pat Hassett, Wynn Touney, Deann Yetmar, Fr. Patrick Behm  
Fr. Behm led opening prayer.

### **Reports**

Parish Life Director—Hiedi

- Faith formation team: Hiedi, Aaron, Danny Zack, and Mary Salocker
- Adult formation
- RCIA—will be starting classes soon, currently inviting people to attend
- Stewardship renewal—will be having two straight weekends of preaching on this, trying to encourage parishioners to sign up for various ministries available in the parish
- SJ and Outreach—will be studying *Caritas in Veritate* and using a program on formed.org to study social teachings of the Church
- Met with Aaron Pohlen, new youth minister
- WELCOME teams are formed
- Fr. Cyrus Gallagher will be here for Unbound Ministries

Faith formation—Hiedi

- All will be held at St. Edmond's (Rock Climbers, Edge, and Confirmation)
- Team members will be speaking at weekend Masses the weekend of August 19-20; using Bl. Pier Giorgio Frassati to promote
- There is a renewed emphasis on catechists being in good standing with the Catholic Church

St. Edmond—Fr. Patrick

- Did not meet this month due to the Assumption
- We spoke of declining enrollment

### **Old Business**

Summer Celebration Mass

- Very successful
- Well attended at the pool
- 5:30 Mass was very much like a regular 7:30 Mass in terms of attendance and liturgical ministers

Review Committee Structure

- Hiedi explained how this committee will be structured as we combine liturgy and worship team with spiritual life committee
- Various committee members and year of completion for terms are explained in spreadsheet handout that was given out during the meeting

EMHC Commissioning/Training

- Commissioned/recommissioned most of the EMHCs in the parish
- Those who were unable to attend are being commissioned on an individual basis

- 7:30 P.M. Mass will now have four ministers of Holy Communion (counting the priest and potentially deacon)  
Hiedi will discuss this with Chuck and Maria  
Liturgical Music Ad-Hoc update and review of challenge questions
- Hiedi presented a sheet outlining various challenges, which were voted on by the ad-hoc committee and ranked in terms of importance. The five receiving the most votes will be sent to the Spiritual Life committee to determine how to proceed.
- Hiedi, Jason, and Fr. Patrick will meet with a number of individuals on August 30 to discuss various musical groups
- Sheila asked how to address those who would like to sing/play at Mass but have not been asked. Hiedi responded that she would need those specific names and if in fact they have not been contacted, that becomes a personnel issue which she will deal with.

### **New Business**

#### Stewardship Renewal

- Will happen in October
- Booklet will go out with corrections
- Laura Bunda is helping with design and graphics
- No ministries fair this year
- Booklet will be available online
- There will be a simplified version available in Spanish
- Preaching will be October 7/8, and 14/15
- Witness talks October 21/22
- Commitment Sunday October 28/29
- Preference is that people prayerfully discern a calling to ministry
- Dave asked who's responsibility it is to assemble and coordinate who has signed up for which specific ministries. Hiedi responded that Joyce will collect all responses, and correlate all individuals who have signed up for each specific ministry. These lists are then given to ministry leaders, whose responsibility it is to contact the various individuals on their list.
- In the description of each ministry, the name of the leader is included

#### Ministry Scheduler Pro

- On Rhonda's computer
- Looking to get CC done first
- Goal is to have 4th quarter of this year as the first one out
- Dave asked for explanation of what Ministry Scheduler Pro is
- CC and SH are not scheduled the same
- Marie S. schedules for SH
- CC is schedules separately
- MSP will hopefully allow us to better schedule families together, and anticipates a day when Marie S. can no longer do this for us
- Cloud based system



- Manson and Storm Lake already use; Julie Storr will assist us
  - Still working on how to roll this out, and also how to input data
- Review of Fall Formation/Liturgical Schedule
- See attached calendar
  - Carol Barber will continue a Friday morning Bible study
  - Young women's Bible Study on Tuesdays
  - Theology on Tap will be beginning, starting tonight, looking at first Thursday of the month
  - Catholic Social Teaching—13 weeks, Sundays at 4:00 P.M.
  - Dave would like to invite people to the rosary, prayed Thursdays at 7:15 A.M. at CC Center dining room

Need for Group to Work with Implementation of formed.org

- 184 users currently, need to keep putting it out in order to continue
- Cost is \$1,700 per year for subscription; parish has a grant for 50% of this amount for the next year
- Goal is to increase numbers of parishioners who utilize formed.org

Discussion about focus of the 2017-18 fiscal year

- Mass liturgy
- Adoration of the Blessed Sacrament
- Implement strategies to address the liturgical music ad-hoc goals

Adjourned at 8:00 p.m.

Next meeting is Thursday, September 21<sup>st</sup>, 2017 – 6:30 p.m. – Business Office