

**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, January 3, 2018  
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/open positions
5. Lumen Christi Award
6. Other
7. Adjournment

**Next Meeting – February 7, 2018, 5:30 PM., St. Edmond Library**

# HOLY TRINITY PARISH

## Pastoral Council Meeting

**Date:** November 1, 2017

**Time:** 5:30 pm

**Place:** SE Library

**Present:** Holly Aljets, Todd Baker, Carol Barber, Fr. Patrick Behm, Beth Lawler, Abby Landwehr, Pat Leiting, Msgr. Kevin McCoy, Hiedi Touney, Kira Wirtz

**Excused:** Arlyn Gorackowski, Dave Prebeck

	Topics Discussed	Recommendation	Action
<b>Call to Order</b>			Holly Aljets called the meeting to order. Read Visitor Statement
<b>Opening Prayer</b>			Msgr. Kevin McCoy led prayer.
<b>Approval of Minutes</b>	Approved via email.		
<b>Reports</b>			
<b>Administrative/Parish Life Director Report</b>	<p>Hiedi Touney went over her report.</p> <p>She also went over the Music Adhoc final report that was submitted to the Council. She shared that they began with a SWAT Analysis.</p> <ul style="list-style-type: none"> <li>• Sr. Mary Ester from the Diocese is planning a Music workshop for the Diocese here in Fort Dodge,</li> <li>• Jesus and Jam will plan to have this event at the beginning and end of each academic year.</li> <li>• Some of the choirs are needing more members before they go into the music rotation at Masses.</li> <li>• Communication will continue as things change such as the misettes and new psalm settings.</li> <li>• This report will also be shared with the Spiritual Life Committee, but since the adhoc was established from this council it was presented here first.</li> </ul>		
<b>Finance Council</b>	<p>Holly reported that the big concern with the Finance Council is the Globe bill that the parish has to pay for those who do not pay. The Diocese is also looking at strategies on how to get people to pay as this is a problem throughout the Diocese.</p> <p>Monthly giving is down from what is budgeted however expenses are also down.</p>		
<b>Parish Life &amp; Stewardship Comm.</b>	Joe Hora reported that the Stewardship Renewal witness talks went well. He thanked the priests for their sermons as they were also on stewardship that weekend.		
<b>Facilities</b>	Todd Baker reported that the meeting was most focused on the New Business items.		
<b>Spiritual Life Committee</b>	<p>Kira Wirtz went over report.</p> <p>Fr. Patrick Behm shared that during Lent the parish will be learning the chants in Latin. The cantors will be getting recordings of the chants recorded by Jason Swedlund, parish Director of Music and Liturgy, and Ben Wegner, SE Choir director, so they will be able to learn them and then teach the congregation. The chants are in the same ICEL tone so the music is familiar.</p>		
<b>School Board Report</b>	Todd Baker did check with the school board as to whether the families leaving St. Edmond are contacted personally. He said that Mary Gibb, President, does call them as well as send a letter. She was behind with getting them out this year as many left right before school was starting.		
<b>Hispanic Ministry</b>	Fr. Patrick reported that the Hispanic Community is planning celebrations for Day of the Dead November 5 <sup>th</sup> and Our Lady of		

	<p>Guadalupe on December 12<sup>th</sup>. He invited everyone to attend these celebrations.</p> <p>It continues to be a struggle to get people involved in the Liturgical Ministries of the Mass.</p>		
<b>New members/Committee Reps</b>	<p>One of the people Holly contacted declined as his schedule is just too busy at this time. The other person is thinking about it.</p> <p>Ray Crouse has stepped down as a member.</p> <p>There are two openings for members.</p>		The Council came up with a few names of prospective members. Holly will contact.
<b>No December meeting</b>	The Council does not meet in December; the next meeting will be January.		
<b>Other</b>	Holly is setting up a meeting with the Lumen Christi Adhoc committee next week.		
<b>Visitor Comments</b>	<p>Marcene Vaske shared that she and others thought the article in the Globe by Sr. Mary Ester could have been more sensitive to those who are unable to attend church.</p> <p>She also wondered who is ok to just listen to Mass on the radio or TV since we do offer that as an option to our parishioners.</p>		

**Beth Lawler moved to adjourn the meeting, Pat Leiting seconded. Meeting adjourned at 6:00 pm. Next meeting – January 3, 2018, 5:30 pm, SE Library**

## Parish Life Director Report – January 2018

### Capital Campaign Update – as of 12/14/17 -

Pledges made - \$9,161,589

Cash on Hand - \$6,167,620

**WELCOME Retreat** – marketing aspect of the retreat planning is now intensifying. In addition the teams have been listening to each other's witness talks and working on retreat weekend details.

### **Formation Ministries (Rock Climbers, EDGE and One: Eight Confirmation)** -

Rock Climbers completed their "winter" communal reconciliation serves on November 29<sup>th</sup>. They then celebrated Mass on December 13<sup>th</sup> at the Marian Home with a St. Lucy party to follow in the elementary commons. One: Eight Confirmation students were in attendance to assist with the St. Lucy Party.

EDGE celebrated their "winter" communal reconciliation service on December 6<sup>th</sup>. While the EDGE students celebrated the sacrament of Reconciliation, the EDGE team took the opportunity to continue their team formation in best practices with middle schoolers and relational ministry. The EDGE will also be participating in an additional formation evening January 3<sup>rd</sup>, 2018.

ONE: Eight Formation – finished out December with a visit from Fr. Patrick and assisting with the St. Lucy party. A review of where students are regarding their assigned Saint paper, service hours and sponsor session reflection will be completed by the end of January 31<sup>st</sup>.

A First Eucharist Parent Meeting is set for January 24<sup>th</sup>, 2018.

Life Teen – a team has been assembled to assist in conducting a SWOT analysis of our Life Teen (YM) program. It will begin January 8<sup>th</sup> and will consist of four sessions.

RCIA will resume on January 7<sup>th</sup> and focus on the sacraments over the course of the next month.

### **Liturgical Ministries** – adjustments to be seen in 1<sup>st</sup> quarter of 2018

Altar Servers – will bow and go immediately to their designated positions and not wait for the priest during the procession. In addition they will be adding ringing the bells as the epiclesis.

Lectors – will bow and go immediately to their designated position and not wait for the priest during the procession.

EMHC's – continue to work with captains at Corpus Christi so that they understand their duties – cleaning and putting sacred vessels away after Mass.

Ushers – ushers at Corpus Christi will now be scheduled by the office utilizing Ministry Pro Scheduler. Due to veteran ushers retiring from the ministry, illness or death the parish needs to begin to recruit, train and be able to schedule new ushers in accordance with their families' ministries at Mass. We will start with a core number scheduled who will then secure others at their particularly assigned Mass. The office will continue to seek input from the ushers so as to increase the number of ushers, train new ushers and address any questions that arise.

Musicians – with the Christmas season coming to an end, Jason Swedlund will be setting up initial training sessions needed. Jason did make initial contact with these individuals prior to Advent to let them know it would be post-Christmas season when they would be trained.

**Stewardship Renewal** - awaiting final report from Joyce Lennon.

**Social Justice and Outreach** - The group organized and hosted the Community Manna Meal on December 9<sup>th</sup> at First United Methodist Church.

Will be looking at the Lenten almsgiving project, Mary's Meals, at their January meeting.

## **Report on 2017-18 Stewardship/Ministry Renewal as of 1/2/2018:**

These are the numbers of parishioners responding to the 2017-18 Stewardship Renewal, along with a comparison to the previous two years:

All ages, husband and wife combined:

2015-16 431  
2016-17 465  
2017-18 336

All ages, husband and wife not combined:

2015-16 687  
2016-17 755  
2017-18 *(due to new database program, data is not precisely comparable)*

19-40 years old, husband and wife combined:

2015-16 27  
2016-17 30  
2017-18 37

19-40 years old, husband wife not combined:

2015-16 43  
2016-17 49  
2017-18 61

The numbers continue to improve from the prior year with the exception of “all ages, husband & wife combined.” In 2015-16 we sent reminder postcards to those parishioners who were currently in a ministry but had NOT returned their form yet, to remind them to do so. We have not done that since then which has saved the parish money, and although the total number of responses is down this year, the numbers of 19-40 year olds responding is up, which is in line with our Long Range Parish Plan goal to more fully involve 19-40 year olds.

We re-designed the Stewardship/Ministry Renewal form this year. (A big thank you to Laura Bunda for her help!) The format and graphics are more colorful and eye-catching and the fonts were changed to be easier to read. For the Time and Talent Pledge, we designed a separate page for each adult in the household to indicate what they are currently involved in and what they would like to be involved in (or receive information about).

We made a big change in the Treasure Commitment Form: rather than ask for a specific weekly or monthly monetary pledge, we simply asked parishioners to indicate if they wanted more information about six areas: online giving; AHC from a bank account; envelopes; gift of grain; gift of stock; and IRA charitable rollover. The reasoning was that the pledges in previous years were not actually used for budgeting purposes, and some parishioners had indicated a reluctance to declare a pledge amount or to give us that information on the form.

All of the changes made were well-received by parishioners.

Also, as I say every year, this is a yearly process which parishioners are becoming or have become accustomed to, and which results in parishioners' information in our database being very current which is a great positive for us. Even though we emphasize to return their renewal forms in the accompanying letter, perhaps many are simply not returning the sheets because there are no changes on the renewal form (their ministries) or in their personal information and so they see no need to return them.

Attached is a listing of each ministry and the parishioners who are new to that ministry, and also those who are leaving the ministry. You can see that we had a tremendous number of parishioners new to quite a few of our ministries, and very few leaving any ministry. We are excited about this and believe that it indicates we are headed in the right direction for the future of our ministries! It is especially important when you consider that this is in spite of the decrease in the overall number of parishioners responding. The leaders of each ministry have been provided with the lists of parishioners new to their ministry and have contacted each one on the list (or are in the process of doing so) to welcome them and ensure they are included.

Thank you!  
Joyce

## **Parishioners new to ministries**

### **MINISTRY**

### **INTERESTED / NEW TO MINISTRY**

### **LEAVING MINISTRY**

#### **BeFrienders**

#### **Blankets for Baptism**

**Mary Ann Allen  
Rose Burmeister  
Alice Dooley  
Magdalena Hanrahan  
Karen Heun  
Dorothy Hughes  
Tara Koopman  
Carolyn Mulholland**

#### **Business Office Volunteer**

**Rose Burmeister  
Cathy Casey  
Mary Casey  
Mary Ann Corcoran  
Gary Dahlgren (mailings)  
Alice Dooley  
Joanne Ewing  
Marilyn Fawcett - after March 2018  
Sue Franey  
Mande Garrett  
Ann George  
Dick & Dorothy Griffin  
Janet Hammitt  
Julie Hoesel  
Linda Jerome  
Marlene King  
Marilyn Napp**



Barbara O'Connor (Colonial Dr)  
Marian Pickhinke  
Karen Thilges  
John Wade  
Liz Wallerich

Catholic Daughters of America

Angela Croonquist  
Linda Dencklau  
Ann Schulte (? - can't tell if she's a current member)  
Erika Slinker - would like to learn more  
Cindy Vinson  
Mary Yung  
Rose Zach

Childcare for events/classes

Lorie Albright  
Roxie Flattery  
Mande Garrett  
Adrienne Hamilton  
Cathy Casey  
Erika Slinker

Children's Liturgy of the Word

Emily Dencklau  
Rose Zach

Eucharistic Adoration - Scheduled

Shaunna Abrams  
Liz Becker (May - Nov)  
Katie Buechler  
Carol Edge  
Dick & Dorothy Griffin  
Kris & Leslie Lien  
Danielle Morriss  
Craig Murphy  
Katie Schelle  
Sandy Schmieder (after 11 p.m.)

Hiedi Touney  
Danny Zach

**Food Pantry**

Diane Dencklau  
Joanne Ewing  
Marilyn Fawcett - after March 2018  
Mande Garrett  
Roger and Janet Graham  
Magdalena Hanrahan  
Jane Klein  
Craig Murphy

**F.O.O.D. Project**

Magdalena Hanrahan

**Food/Hospitality for events/classes**

*(Set up email list)*

[htphospitality@fdcatholic.com](mailto:htphospitality@fdcatholic.com)

Teresa Brown  
Laura Bunda  
Angela Croonquist  
Julie Eckley  
Roxie Flattery  
Mande Garrett  
Roger and Janet Graham - no email  
Dorothy Hughes - no email  
Margaret Junkman  
Vickie Kesling  
Sharon Landwehr  
Marianne Lawler  
Karen Lentsch  
Sheena Minnehan  
Marilyn Savage  
Kathy Scott  
Julie Ault Smith  
Judy Wengryn  
Kara Wirtz

Michelle Woodruff  
Rose Zach - no email?

Funeral Dinners

Katie Buechler  
Patsy Condon  
Eleanor Cooper  
Emily Dencklau  
Alice Dooley  
Sue English  
Sheena Gardner-Minnehan  
Mande Garrett  
Ann George  
May Harvey  
Linda Jerome  
Cheryl Lychwick - weekends only  
Laura Patz  
Danielle Rathermel - summers only  
Bev Schreiber  
Julie Smith (Ault)  
Michelle Woodruff - hasn't been called for over a year

Greeter

Amber Barwin, SH 10:30 am  
John & Patsy Condon, CC 9:30 am  
Ben & Jennifer Crimmins, CC 7:30 am - when they lector (J) or EMHC (B)  
Scott & Angela Croonquist, CC 7:30 pm  
Mick Hart, CC 7:30 am (is already an usher)  
Joe & Meg Hora, CC 7:30 am  
Jane Klein, CC 7:30 pm  
Ryan Minnehan, CC 4:15 pm  
Mary Nolan, CC 4:15 pm (husband is already a Greeter)  
Jerry & Nancy Richman, CC 9:30 am  
Frank & Jean Rosalez, SH 5:00 pm  
Louise Stanberg, CC 7:30 am

Lucille Elms, SH (taking a break)  
Alan & Sandy Markey

Knights of Columbus

Jon Borer  
Jeremiah Condon  
Robert Slinker

Lector (highlighted are SH)

Amber Barwin, SH 10:30 - is interested, has a question mark  
Jamie Bemrich, CC 4:15 - NEEDS TRAINING Kristi called 12/4/17, said this must have been a mistake  
Jon Borer, CC 9:30 - NEEDS TRAINING  
Rita Carlson, SH 10:30 - NEEDS TRAINING  
Mary Lou Ernst-Woodhouse, CC 7:30 pm - NEEDS TRAINING  
Chad Hammar, SH 10:30 (WILL BE OUR NEW LECTOR TRAINER)  
Tim Hazel - funerals only - I told Rhonda  
Joe Hora, CC 7:30 am - NEEDS TRAINING  
Abby Landwehr (11th gr.), CC 9:30 - NEEDS TRAINING  
Barbara O'Connor, CC 9:30 - NEEDS TRAINING  
Nancy Richman, CC 9:30 - NEEDS TRAINING  
David Schmieder, CC 7:30 pm - NEEDS TRAINING said he must have marked by mistake  
Erika Slinker, CC 9:30 - NEEDS TRAINING  
Dorothy Telschaw, SH 5:00  
Kylie Weiland, SH 10:30 - NEEDS TRAINING  
Travis Wirtz, SH 10:30 - NEEDS TRAINING

Lector - Funerals

Sue Franey

Legion of Mary

Liz Becker  
Emily Dencklau  
Dorothy Griffin  
Karen Thilges  
James Walston

Money Counter

Marilyn Napp

Prayer Line - phone

Maureen Crimmins  
Magdalena Hanrahan

Barb Lynn (this OR email)

Prayer Line - email

Liz Becker chucklizbecker@hotmail.com  
Jacque Borer jacoborer@gmail.com  
Teresa Brown teresaclare8@yahoo.com  
Katie Buechler katiesouhrada@hotmail.com  
Laura Bunda ljanecondon@gmail.com  
Dan Cole erdoc5246@aol.com  
Sheila Cole sheilacole02@aol.com  
Jodi Flaherty flahertytimjodi@gmail.com  
Roxanne Flattery roxanne.flattery@pmvb@statefarm.com  
Mande Garrett shymande69@gmail.com  
Ann George anngeorge@hotmail.com  
Magdalena Hanrahan hanrahanmaggie@gmail.com  
Tom Hickey thickey@mchsi.com  
Sharon Hickey shickey@mchsi.com  
William Hinds whinds@wccta.net  
Sandy Horrell vanna878@yahoo.com  
Barb Lynn (this OR phone) lynnbarbara56@gmail.com  
Vicki Mackey vickimackey1960@gmail.com  
Brian McClain fdmclains@mchsi.com  
Kelley McGonegle kelley.mcgonegle@gmail.com  
Barb O'Connor brathouz@gmail.com  
Mary Kay Sharkey pmkshark@frontiernet.net

Prison Ministry

Diane Dencklau  
Brian McClain  
Danielle Morriss

Pro-Life Ministry

Tony Dorau  
Liz Flattery  
Dorothy Griffin  
Magdalena Hanrahan  
Kelley McGonegle

Danielle Morriss

Rock Climbers Catechist

Emily Dencklau

Rock Climbers Support

Cathy Casey  
Adam and Julie Eckley

St. Edmond Classroom Volunteer

Pauline Ball  
Kristi Bemrich  
Dick & Dorothy Griffin  
Rick & Pam McCarville

St. Edmond Support Volunteer

Kristi Bemrich  
Jennifer Leiting

St. Joseph the Worker Club

Alfred Huebsch  
Todd Lahr  
James Walston

Summer Youth Program Volunteer

Usher

Scott Croonquist, CC 7:30 pm  
Keith Dencklau, SH 10:30 am  
Mike Harvey, CC 7:30 am  
Bruce McCullough, CC 4:15 pm  
Ryan Minnehan, CC 4:15 pm  
Corey Murray, CC 4:15 pm  
Jerry Richman, CC 9:30 am  
Robert Slinker, CC 9:30 am - wants to learn more before committing given his work schedule

Lucille Elms SH (taking a break)

Jim Kesling CC 9:30

Welcome Team

Angela Croonquist  
Dick Griffin

Bob Wood - wants to be taken off

**Widows Walking with Jesus**

Pauline Ball  
Dorothy Hughes  
Liz Wallerich

**Life Teen Youth Ministry (HS)**

Amber Barwin  
Jon Borer  
Brian McClain  
Mary Lou Ernst-Woodhouse

**Edge Youth Ministry (MS)**

Jon Borer  
Rick McCarville

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**Psalmist/Cantor**

Christine Carney  
Jon Flattery  
Amanda Groth  
Sheila Huebsch  
Chris Lennon  
Joan Peterson  
Katie Schelle  
Dorothy Telschaw  
Kylie Weiland (new)

**Pianist**

Julie Hoesel  
Curtiss Klein  
Kylie Weiland (new)  
Mary Yung

**Holy Trinity Adult Choir**

names from Curt Klein 12/5/17

Lori Algoe  
Al Bellingtier  
Marietta Bellingtier  
Vera Cerwick

Jenny Condon  
Virginia Dorweiler  
Carol Edge  
Amanda Groth  
Sandy Harvey  
Hal Hinds  
John Horrell  
Sheila Huebsch  
LeRoy Husske  
Sarah Kelly  
Jim Kesling  
Curtiss Klein  
Laura Klein  
Dan Lychwick  
Bruce McCullough  
Linda Mericle  
Art Moeller  
Bill Murphy  
Carol Murphy  
Delaney Pfister  
Kathy Porrez  
Jeanette Potter  
Peggy Reese  
Pat Scheer  
Jodi Scott  
Tom Scott  
Dan Streit  
Dorothy Telschaw  
Jim Wengryn  
Don Wilson

Unity Singers

Albert Bellingtier  
Nick Drzycimski  
Jason Hamilton



LeRoy Husske  
Peter Kapustka  
Jim Kesling  
Dan Lychwick  
Bruce McCullough  
Brian McLoughlin  
Bill Murphy  
Dave Prebeck  
David Rolfes  
Tom Scott  
Don Touney

Trinity Singers

names from Leslie Nagel 11/20/17

Karen Bradley  
Jack Bradley  
Angela Croonquist - interested  
Connie Driscoll  
Carol Edge  
Amanda Groth  
Connie Gruver  
Jason Gruver  
Sheila Huebsch  
Deb Kelleher  
Steve Kelleher  
Laura Ludgate Ziems  
Freda Mailander  
Kevin Nagel  
Leslie Nagel  
Kathy Rehmann  
Becky Nelson Riley  
Chris Rosch  
Don Touney  
Lisa Traufler

Praise Band - core members

Angela Croonquist - cutnfyf@hotmail.com - vocalist

names from Connie Gruver 11/20/17

Katie Finnegan - 2018finnegank@st-edmond.pvt.k12.ia.us - drums not Catholic  
Connie Gruver - erg@frontiernet.net - director/vocalist  
Jason Gruver - gruver4121@gmail.com - guitar  
Emma Gruver - 2018gruvere@st-edmond.pvt.k12.ia.us - bass  
Brian Gruver - gruver323@yahoo.com - guitar/banjo not Catholic  
Sheila Huebsch - shuebsch@frontiernet.net - flutist/vocalist  
Becky Nelson - bnelson3006@yahoo.com - vocalist  
Brady O'Brien - bradyobrien67@gmail.com - piano  
Christina Rosch - chris.rosch@johnsonlawia.com - vocalist

Holy Trinity Schola Cantorum

Christine Carney  
Katie Schelle

# Holy Trinity Parish and St. Edmond School Finance Minutes

<b>Present:</b> Mary Gibb Mike Johnson – Chairman Msgr. Kevin McCoy Hiedi Touney Mike Engler Beth Lawler Marissa Crimmins Holly Aljets Pat Leiting Barb O’Conner Doug Smith Rick McCarville Matt Reynoso Mark Steinberg	<b>Not Present:</b>		Date 11/21/17
	<b>Topics Discussed</b>	<b>Recommendation</b>	<b>Action</b>
<b>Called to Order/Opening Prayer</b>			12:00 Our Father
<b>Review of Minutes</b>			Approved via Email
<b>Strategic Plan</b>	<ul style="list-style-type: none"> <li>• Mike Johnson presented the Strategic Plan that Finance will be working on over the next several months.</li> </ul>		
<b>Financial Statements</b>	<ul style="list-style-type: none"> <li>• Review of Holy Trinity Checks over \$1,000</li> <li>• Review of Holy Trinity Income Statement and Balance Sheet             <ul style="list-style-type: none"> <li>○ Parish Stewardship including celebrating successes discussed</li> </ul> </li> <li>• Review of St Edmond’s Checks over \$1,000</li> <li>• Review of St Edmond’s Income Statement and Balance Sheet             <ul style="list-style-type: none"> <li>○ After discussion it was decided to set up an interest account with the Diocese earning 2%</li> </ul> </li> </ul>	<p>Motion by M Engler to approve Holy Trinity’s Checks over \$1,000 second by B Lawler</p> <p>Motion by R McCarville approve Holy Trinity’s Financial Statements second by B Lawler</p> <p>Motion by M Engler to approve St Edmond’s Checks over \$1,000 second M Reynoso</p> <p>Motion by B Lawler to approve St Edmond’s Financial Statements second by M Engler</p>	<p>Motion approved</p> <p>Motion approved</p> <p>Motion approved</p> <p>Motion approved</p>
<b>Audit</b>	Marissa to arrange for the audit to be presented to the Finance Committee on Jan 16 <sup>th</sup> at noon for 30 minutes and to the School Board on Jan 24 <sup>th</sup> via phone. This is with Bryan Ihnen of Brooks Lodden P.C.		
<b>Adjourn 1:00</b>			Next meeting 1/16/18

# Facilities Committee Minutes

## Holy Trinity Parish / St. Edmond Catholic School

November 8, 2017

**Present:** Msgr. Kevin McCoy, Todd Lee, Mark Steinberg, Todd Baker, Nick Drzycimski, Jamie Bemrich, Christina Rosch, Barb O'Connor and HTPC Rep Beth Lawler

### *Opening Prayer*

### *Maintenance Report:*

1. ***Annual Maintenance Schedule  
Status Report by Todd Lee attached***

### *Old Business:*

1. ***SE roof moisture – Todd to follow up with Grell on core samples.***
2. ***Bus Barn site – site plan approved by City; Todd Baker to follow up with Keith Kolacia.***
3. ***Arena track field work – Todd Baker to follow up with Tom Miklo for fall installation.***
4. ***BVH Architects says football practice field will fit but not a 270' x 500' track.***
5. ***Football field scoreboard to be installed in spring.***
6. ***Football locker room added to church site plan.***
7. ***New Church design – Next meeting 11/30/17; estimate plans ready by Jan 2018; playground to remain as is.***
8. ***Arena fencing to protect track – Midwest Fence recommends 4" & 6" bollards; discussed installing once track work installed.***
9. ***Arena chairlift – Access Elevator consulted; \$120/hr. to reprogram; \$800 - \$1,000 estimated for travel to/from DM & reprogram.***
10. ***Oratory sites – Dayton: talks continue with interested buyer; Moorland: bid for water service split received; Clare: City interested in buying parking lot and west ball diamond.***
11. ***Todd to move piano from Clare church as soon as possible.***
12. ***Walk-through at SE – Todd to bring the list of priorities drafted previously to January meeting.***

### *New Business:*

1. ***Todd Baker will be the Facilities Committee Rep at HTPC meetings.***

***Next meeting: January 10, 2018***

# HTP/SE Facilities Committee MTG. November 8, 2017

HTP

CC:

1. Ceiling on south side starting to flake.

SH:

1. Ceiling cracking

Clare:

1. No issues water lines drained Boiler drained

Moorland:

1. No issues

Dayton:

1. No issues

Cemeteries:

1. No issues

SE Facilities

1. Ceiling painting put on hold until funds are available

<b>NOVEMBER</b>		
Snow/Ice		
New Heat Units started		
Boilers online		10/26/2017
Auditorium unit running		
Chapel unit running		
Kitchen steamer running		

*Spiritual Life Committee*  
*Meeting Minutes*

Thursday, November 16, 2017 6:30 pm

**I. Opening Prayer—Dave**

From St. Anthony of Padua

**II. Members Present**

Fred Kesten, Arlyn Gorackowski, Kathy Kaputka, Katie Dencklau-Schelle, Lori Algoe, Kara Wirtz, Sheila Huebsch, Dee Ann Yetmar, Hiedi Touney, Dave Flattery, Jason Swedlund, Beth Lawler, Pat Hassett, Chris Carney

**III. Reports**

- Parish Life Director—see attached report
- Faith Formation—kids are not attending FF in lieu of other school activities. Question: is there a night set aside in the week for Church activities?
- St. Edmond—Meeting to prepare for Advent next week, Mass to dedicate new Marian statue Tuesday, November 21. Already discussing Catholic Schools Week.

**IV. Old Business**

- SWOT—Where is reverence found? Activity with Hiedi that she will distribute.

**V. New business**

- Liturgical Music Ad-Hoc report

Given to the Parish Council. We are sharing articles with the parish on the use of Latin in the Mass., Feb. 24th we are hosting a Liturgical Musical Conference with the Diocese, we have 2 more youth cantors and another pianist at the ready, ideas to use social media for chant in the Mass.

- Lenten Activities

Focus is on reverence, that is going to take time. We have 2 Welcome retreats planned, one men's, one women's, Thursday Evening Holy Hours, and Friday Stations of the Cross. Hiedi asked for ideas for Lenten Activities, and they are as follows:

Tenebrae, use of Dynamic Catholic books from Matthew Kelly, small/large group faith sharing, FORMED bible studies, Welcome retreat, any other ideas may be directed to Hiedi, call or email.

- Diocesan Liturgical Music Conference—February 24, 2018

We are hosting this Conference with Sr. Esther Mary from the Chancery office. Less planning on our part and more on hosting.

**VI. Next Meeting—Thursday, January 18, 2018 6:30 PM**

Any corrections or additions, please submit them to [kikimcarney@gmail.com](mailto:kikimcarney@gmail.com) Thanks!

## Spiritual Life SWOT Analysis on Reverence of the Eucharist

<b>Where is reverence of the Eucharist seen? Strength</b>	<b>Where is reverence of the Eucharist not seen? weakness</b>	<b>What are opportunities for growth towards more reverence of the Eucharist?</b>	<b>What are obstacles/threats to growing in reverence towards the Eucharist?</b>
Liturgical ministers bowing to the tabernacle	Improper reception of the Eucharist – hands, verbal Amen etc..	Faith Formation – Mass etiquette	Desecration of the Eucharist – how the Eucharist is handled and individuals “who take the Eucharist and place it in their pocket etc..” Not having a unified parish
Priest at consecration / priests during any liturgy Parishioners genuflecting	Posture – sloppy, slouching  Pews are a mess – leaving a messy “house”	Liturgical Ministry training  Conduct a “study” on the Mass	Contemporary cultural influences – isms
Parishioners before and after Mass – specifically praying	Chewing of gum	Adult session on the Miracles of the Eucharist	How we present forming parishioners and ministers – need to be pastoral
Parishioners quiet once in main church	Sloppy procession / walk to the Eucharist – posture/gate of walk	Increase adoration time – more opportunities	
Reverence exhibited in ministries	Improperly trained liturgical ministers	Cassocks, pants , shoes for altar servers	
Praying of the Rosary before the 10:30 Mass Adoration – Fist Friday / Saturday	Attire of altar servers – all liturgical ministers Liturgical ministers now showing up for scheduled time / nor finding replacement	New church  Communicate why we do what we do – form parishioners and ministers notations on ministry schedule (formation / dress) -prior to Mass -Social Media -Bulletin -Faith Formation / SE	
Holy Hours	Music practice in main church while people are trying to pray		
Daily Mass	Lack of genuflecting – especially faith formation Masses Talking before Mass in main church Greeters huddled Leaving Mass early		

## Parish Life Director Report – November 2017

### Capital Campaign Update –

Pledges made - \$9,131,294

Cash on Hand - \$5,919,420

WELCOME Retreat – retreat ministries have been discerned and marketing of the retreats has begun.

### Formation Ministries (Rock Climbers, EDGE and One: Eight Confirmation) –

Faith Formation Team attended Excellence in Catechesis in Sioux City. Srs. Esther Mary Nickels and Madelaine Miller were the presenters. The evening focused on classroom behavior, lesson plans and forming our youth and parishioners in knowing Catholic liturgy.

1st Reconciliation Parent Meeting – high percentage attended. They will be having their reflection night at the end of November, with First Reconciliation occurring December 3rd.

\*struggles – Parents are pulling students out of Faith Formation to allow them to attend sporting, music and/or theatre activities vs. attending Rock Climbers and EDGE. Wednesday nights as a “church night” seems to no longer exist.

RCIA – will celebrate Rite of Acceptance and Welcoming November 5th

Ministry Scheduler Pro - Pastoral staff, that works with MSP, spent hands on learning time with a nearby parish’s staff member, who is well versed in MSP on October 27th. They will meet again with this individual as we move towards phase two. Phase two, which is having parishioners sign in to MSP, provide input regarding their availability and allowing them to request switches will begin in February 2018 with the April through June 2018 schedule being the first schedule out for phase two.

Stewardship Renewal - Commitment weekend has occurred and the information is beginning to be input into our data system, Servant Keeper. We plan to have a full report at the January 2018 parish council meeting.

JAM (Jesus and Music) – Four of our liturgical music choirs/groups showcased their talent and music on October 8th and 11th. This was a trial experience in doing such an event. A post review was held and it was decided by the leaders of those groups to hold such an event twice a year, the beginning of an academic year and at the end of an academic year. Additionally holding only one showcase performance they believe is enough. They have scheduled the next J.A.M. for Sunday, April 15, 2018.

College Night – A group of young adults have formed to work on both Theology on Tap, for young adults 19-39 years of age, and the creation of an outreach to college students, most specifically Iowa Central students. They will now be hosting a College Night the second Sunday of each month following the 7:30 pm Mass. It will be held at Corpus Christi Center. The first College Night hosted 11 students, with three of these becoming involved with the EDGE ministry.

The Catholic Globe Subscriptions – Upon the recommendation of the finance council I have reached out to the editor of The Catholic Globe to request statistics of which parishes have greater than 50% household participation in subscriptions to The Catholic Globe. I will then connect with these parishes to learn what strategies they are utilizing to have higher rates of participation. Currently only about 25% of our households have subscribed. At this point we anticipate just over \$20,000 bill for the next fiscal year to cover unpaid households.



**Social Justice and Outreach** - The Social Justice and Outreach team will be working to have pre-Mass speakers the weekend of November 18th/19th to increase the knowledge and awareness of our F.O.O.D. Project. (as of 11/16/17 this will not occur) In addition they will be preparing for the parish to host the December 9, 2017 Community Manna Meal that is held at First United Methodist Church.

St. Edmond Catholic School Board Minutes

MINUTES FOR MEETING HELD: \_\_\_\_\_ Nov 29 \_\_\_\_\_, 2017 Time: 5:15 pm

Place: St Edmond Library

PRESENT: Todd Baker, Ben Crimmins, Ann Feser, Mike Johnson, Dan Kinney, Barb O'Connor, Ann Schulte, Doug Smith, Msgr. Kevin McCoy, Fr. Patrick Behm

ADMINISTRATORS & STAFF Mary Gibb, Jen Kinney, Tom Miklo, Linda Mitchell, Steve Neuberger, Mark Steinberg

ABSENT: Holly Aljets, Mark Crimmins

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>
<b>Call to Order:</b>	Barb O'Connor
<b>Opening Prayer:</b>	Barb O'Connor
<b>Board In-service</b>	<p>-There were four high school students in attendance. -Msgr. McCoy gave an update on the church.</p> <p>Strategic Plan</p> <ul style="list-style-type: none"><li>- Facility – Todd Baker shared that they are reviewing and ranking the major items for priority in case they would break and need repair. The committee is also looking at the plans for the church and how that will affect the school and if any updates will be needed.</li><li>- Financial – Mike Johnson shared the strategic plan items: the 3-5 year future projection, options to turn the current Business Office into a SEAS Daycare when the offices moving to the new church, fundraising, increasing parish support, and sharing with families the total tuition costs broke down so families understand how much is covered by the parish.</li><li>- Enrollment - Ben Crimmins shared how our social media presence has increased, continue to work on increasing the awareness of the Scrip program, committee has discussed ideas to help with retention such as new parents Facebook page, social events for each grade, parent ambassadors, and increasing our Latino student base.</li></ul>
<b>Presidents Report- Mary Gibb</b>	Shared the survey that was sent out to parents as part of the Enrollment Management Committee. The comment was for any future surveys to have a comment option on the questions.
<b>K-12 Principal- Linda Mitchell</b>	Shared the suggestions for the Physics/Chemistry lab, which came from science instructors from ICC. The QWT meeting on Dec. 11 <sup>th</sup> will be at 5:15.
<b>Asst. Principal/Activities Director- Steve Neuberger</b>	Nothing to add.
<b>Development Director- Tom Miklo</b>	Nothing to add.
<b>Director of Marketing- Jen Kinney</b>	Nothing to add.
<b>Business Manager-</b>	Nothing to add.
<b>Holy Trinity Parish Representative- Holly Aljets</b>	Nothing to add.

<b>QWT/Committee Reports</b>	<p><b>Academics/Technology:</b> Meeting Dec. 11.</p> <p><b>Buildings and Grounds/Safety:</b> Nothing to add.</p> <p><b>Finance:</b> Nothing to add.</p> <p><b>Policy Committee:</b> Nothing to add.</p> <p><b>Executive Committee:</b> Nothing to add.</p> <p><b>Student Life/Services:</b> Nothing to add.</p> <p><b>Enrollment Management:</b> Did not meet.</p>
<b>Old Business</b>	None
<b>New Business</b>	<p>Proposed an update of Policy 415: Preschool and TK Admission. The change proposed was to include "legacy families" (families of other faith that currently have students attending St. Edmond) to enroll during the same time frame as registered Catholic parishioners. Motion to move by Dan Kinney, second by Todd Baker. Motion passed.</p> <p>Motion to wave the second reading for the update of Policy 415 by Dan Kinney, second by Ben Crimmins. Motion passed.</p> <p>Proposed to change Policy 402 regarding student behavior at basketball and football games to all sporting events.</p>
<b>Closed Session</b>	<p>No closed session was held. --OR--</p> <p>Ann Feser made a motion to go into closed session. A second was made by ___Mike Johnson and all board members approved.</p> <p>___Mike Johnson_____ made a motion to come out of closed session. A second was made by ___Todd Baker_____ and all board members approved.</p>
<b>Adjournment</b>	<p>___Dan Kinney made a motion to adjourn. The motion was seconded by Doug Smith and all approved. The meeting was adjourned at 6:07 PM.</p>