

**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, February 7, 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's Report
  - b. Finance
  - c. Parish Life & Stewardship
  - d. Facilities
  - e. Spiritual Life
  - f. School Board
  - g. Hispanic Ministry
4. New members
5. Lumen Christi Award- new award
6. Other
7. Adjournment

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

# HOLY TRINITY PARISH

## Pastoral Council Meeting

**Date:** January 3, 2018

**Time:** 5:30 pm

**Place:** SE Library

**Present:** Holly Aljets, Fr. Patrick Behm, Arlyn Goraczkowski, Beth Lawler, Pat Leiting, Msgr. Kevin McCoy, Hiedi Touney, Kira Wirtz

**Excused:** Todd Baker, Carol Barber, Abby Landwehr, 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>			Fr. Patrick Behm led prayer.
<b>Approval of Minutes</b>	Approved via email.		
<b>Reports</b>			
<b>Administrative/Parish Life Director Report</b>	Hiedi Touney went over her report. Nothing to add.		
<b>Finance Council</b>	Nothing to add, no questions.		
<b>Parish Life &amp; Stewardship Comm.</b>	<p>Joe Hora went over the Stewardship Renewal report. The 19-40 year old category numbers were up. There are many people in that age category that are engaged in committees and other parish life that did not fill out the renewal form. Happy with numbers overall.</p> <p>There is a list of all the people who signed up for a new ministry included in the packet. The ones that asked to be taken off were also included.</p> <p>The committee is working on an event for March. Have not settled on a theme. Maybe March Madness. Want everyone to feel welcome. Maybe have card games set up or trivia.</p>		
<b>Facilities</b>	Nothing to add to report. No questions.		
<b>Spiritual Life Committee</b>	Nothing to add to report. No questions. Kira Wirtz did add that the January meeting had been moved to the 25 <sup>th</sup> .		
<b>School Board Report</b>	Hiedi shared that Catholic Schools Week will be January 29- February 2. That committee is trying to come up with new activities for that week.		
<b>Hispanic Ministry</b>	<p>Fr. Patrick Behm shared that the Our Lady of Guadalupe Mass and potluck went well as did the Posada's. He was pleased with the turn out.</p> <p>Christmas Day Mass only had 26 attend and that included Fr. Patrick and the pianist as well as 4 Anglos.</p> <p>The Pastoral staff is looking at what can be done to improve their attendance. Thinking about having one of the Night Masses on Christmas Eve bilingual and eliminate the noon Mass. Fr. Patrick will ask them what their thoughts are. Would another time work better for them besides noon on Christmas Day?</p>		
<b>New members/open positions</b>	<p>Holly has not heard back from the two people she contacted. Kira will contact one of them this month and Hiedi will contact the other.</p> <p>Jim Wilkins said he would be on the council but could not start for 6 weeks as he has job training.</p>		The council agreed that that would be fine. Holly will let him know.
<b>Lumen Christi Award</b>	The adhoc committee discussed via email the concerns with this award. It was decided that they would recommend that there be two awards- The Lumen Christi Award that would go to someone or group that has been volunteering for the church over many years. The other award would be for someone who has been involved with the parish this past year. Perhaps with a name like Distinguished		The adhoc committee will finalized the criteria for each award and get it to Rhonda by the end of the month so it can be published in all social media outlets and nominations can begin. The awards are given out at the Volunteer Appreciation Dinner in April.

	Catholic Award. The person would be an adult 18 yrs. or older.		
<b>Other</b>	<p>Msgr. Kevin shared that Fr. Dan Guenther will be assigned to St. Mary's in Humboldt and Sacred Heart in Livermore beginning on January 29.</p> <p>Fr. Randy Schon will be assigned to the parishes in Cherokee and Holstein at that time as well.</p>		
<b>Visitor Comments</b>	<p>Marcene Vaske shared that the Hispanic Community also celebrates the Epiphany of the Lord with a gathering after Mass. They have a Kings Cake and the person that gets the baby Jesus in their piece of cake hosts the party on the Presentation of the Lord.</p> <p>She also wanted to know what the plans for the oratory church buildings were for this winter- if the heat was going to be kept on? Had the pipes been drained? She said many people who attended those worship sites were concerned and wanted to keep the heat on.</p> <p>She also wondered if money from the Flowers/Church Environment fund could be used to pay the heating costs in those churches.</p>		

**Arlyn Goraczkowski moved to adjourn the meeting, Pat Leiting seconded. Meeting adjourned at 5:55 pm. Next meeting – February 7, 2018, 5:30 pm, SE Library**

## **Parish Life Director Report – February 2018**

### **Capital Campaign Update – as of 1/31/18**

Pledges made - \$9,228,748

Cash on Hand - \$6,532,042

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

Faith Formation ministries will be filling the liturgical ministries at the 9:30 a.m. Mass on Sunday, February 11<sup>th</sup>, in addition to Ash Wednesday, 6:30 p.m. Mass. Faith Formation families will also be hosting coffee and rolls after Mass that day.

A middle school lock in was held February 3<sup>rd</sup> at Corpus Christi Center. 12 students attended with lots of high school helpers. The lock-in was a positive experience to build from for our parish's middle school youth ministry.

**FORMED.ORG** – we are currently launching our parish's own landing page, with specialized content for Holy Trinity Parishioners, on FORMED.ORG. Now to register new users a special code is not needed. New users simply need to go to [www.holytrinitywci.formed.org](http://www.holytrinitywci.formed.org) This will serve as a great resource for our parishioners during Lent!

### **Liturgical Ministries –**

Parish music volunteers are invited to a Diocesan sponsored sacred music workshop on Friday, February 23<sup>rd</sup> here in Ft. Dodge or on Saturday, February 24<sup>th</sup> in Sioux City. The featured presenter is Dr. Mark Lawlor, professor of Sacred Music at St. John Vianney Seminary in Denver, Colorado.

**Social Justice and Outreach** – The group is working with the homebound ministers to share bereavement material to those in need. A Faithful Citizenship page has been added to the website and the group will begin to utilize social media and the bulletin to bring attention to legislative issues that the Iowa Catholic Conference is following and working on. Ellen Miller, representative of Mary's Meals, will be speaking to high school classes on Friday, February 16<sup>th</sup> and then to parishioners following Stations of the Cross at Corpus Christi Church on that same day. The parish goal for Mary's Meals, our almsgiving project, this Lent is \$13,000.

### **The Catholic Globe -**

Currently the parish is conducting a survey regarding usage and articles parishioners would find of value. The results will be shared with JoAnne Fox, editor for The Catholic Globe. JoAnne will also be speaking at Holy Trinity Parish masses (after masses) the weekend of June 23<sup>rd</sup> and 24<sup>th</sup>, 2018

**Catholic Charities** – Pastoral staff met with the Catholic Charities staff on January 31, 2018 to discuss areas where we can work together to better serve the parish and community as a whole.

**Roast Beef Dinner** – The financial numbers are not official yet, we know that we served 457 people. Our chairs for 2019 will be Joe and Meg Hora, co-chairs will be Luke and Jen Becker.

## Holy Trinity/St. Edmond Finance Minutes

<p><b>Present:</b>          Mary Gibb          Msgr. Kevin McCoy          Beth Lawler          Marissa Crimmins          Holly Aljets          Barb O'Conner          Doug Smith          Rick McCarville          Matt Reynoso          Mark Steinberg          Fr. Patrick Behm</p>	<p><b>Not Present:</b>          Mike Johnson – Chairman          Hiedi Touney          Mike Engler          Pat Leiting</p>		<p>Date          1/16/2018</p>
	<b>Topics Discussed</b>	<b>Recommendation</b>	<b>Action</b>
<p><b>Called to Order/Opening Prayer</b></p>			<p>12:00          Our Father</p>
<p><b>Review of Minutes</b></p>			<p>Approved via Email</p>
<p><b>Audit</b></p>	<ul style="list-style-type: none"> <li>• Bryan Ihnen with Brooks Lodden PC reviewed Audit Reports for Holy Trinity Parish and St Edmond Catholic School</li> </ul>	<p>Motion by B O'Connor to approve Audit Reports seconded by M Reynoso</p>	<p>Motion approved</p>
<p><b>Financial Statements</b></p>	<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 for November             <ul style="list-style-type: none"> <li>○ Adult giving numbers reviewed</li> <li>○ Mark reported the work has been completed to proceed with the sale of OLGCR Rectory</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 for November             <ul style="list-style-type: none"> <li>○ Drop in revenue due to loss of students</li> <li>○ Heat Pump Repairs cause overage in Maintenance</li> <li>○ \$9000 needed in spring to redo the SE Arena track</li> </ul> </li> </ul>	<p>Motion by B Lawler to approve Holy Trinity's Checks over \$1,000 second by M Reynoso</p> <p>Motion by R McCarville approve Holy Trinity's Financial Statements second by D Smith</p> <p>Motion by B Lawler to approve St Edmond's Checks over \$1,000 second R McCarville</p> <p>Motion by B Lawler to approve St Edmond's Financial Statements second by H Aljets</p>	<p>Motion approved</p> <p>Motion approved</p> <p>Motion approved</p> <p>Motion approved</p>
<p><b>Budgeting</b></p>	<ul style="list-style-type: none"> <li>• Early Retirement offered to 9, with 1 accepting and others still considering</li> <li>• 1 Budget Meeting so far, discussed staffing needs.</li> </ul>		
<p><b>Adjourn 1:00</b></p>			<p>Next meeting          2/20/18</p>

## **Parish Life and Stewardship Minutes**

January 15, 2018

Members present: Joyce Lennon, Liz Flattery, Angela Croonquist, Joe Hora, Joe Perry, Greg Horn and Michelle Woodruff

Liz opened the meeting with prayer.

Joe Hora reported on Pastoral Council and shared that the 19-40 year old age group seems to be more engaged. Younger people stepping up to help in a variety of ways.

The 2017-2018 ministry renewal was reviewed.

Joe Hora shared that preparations for the roast beef dinner are going well. There was discussion on getting the word out to the general public.

Coffee and rolls was not well attended last time. Don't want to stop at this time. Wondering if donations received are enough to pay for supplies?

March social event was discussed. The general thought that was with the men's and women's retreats going on and spring break we would wait.

Our next meeting will be February 19, at 5:30.

## FACILITIES COMMITTEE MINUTES

# Holy Trinity Parish / St. Edmond Catholic School

January 10, 2018

**Present:** Msgr. Kevin McCoy, Fr. Patrick Behm, Todd Lee, Mark Steinberg, Todd Baker, Christina Rosch, Barb O'Connor and Beth Lawler HTP Rep.

### *Opening Prayer*

### *Maintenance Report:*

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

### *Old Business:*

1. *SE roof moisture – core samples planned for spring;*
2. *Bus Barn site – bids due next week;*
3. *Arena track/field work cost submitted to Finance/Mary Gibb/Mark Steinberg;*
4. *BVH Architects – football field will fit but not 270' x 500' track;*
5. *New Church design – meetings continue; playground to remain as is;*
6. *Arena fencing to protect track – Midwest Fence recommends 4" & 6" bollards; in-house install planned;*
7. *Arena chairlift – Access Elevator consulted; \$120/hr to reprogram; \$800-\$1,000 est. for travel to/from DM and reprogram;*
8. *Oratory sites – Dayton: Mark to follow up with Kesterson on buyers; Moorland: water service split; Clare: piano moved & utilities off, City to buy parking lot and ball diamond; Discussed final plan options;*
9. *SE walk-through – Keith to bring in original list of priorities submitted to Finance previously.*

### *New Business:*

1. *Parishioner concerns re: turning off utilities at oratory sites & possibility of parishioners paying utilities to keep on was discussed. Committee determined \$10,000 to heat Clare alone would be cost prohibitive to expect parishioners to fund;*
2. *Parishioner concerns re water in Sacred Heart basement discussed. Maintenance staff concludes curing water coming up around pillars would require tiling; a study and tiling would be cost prohibitive;*
3. *SH Rectory basement water was discussed.*

### *Next Meeting:*

# HTP/SE Facilities Committee MTG.

## January 8, 2018

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:

- Fresh air ERV's off wrestling room not running; boards out of them; \$45,000 to fix.
- Domestic hot water boiler in shop at life expectancy; showing blowback; \$10,000 to replace.
- Cooling tower at 15 year life expectancy (now 17 years old); \$100,000 to replace.
- Almost all heat pumps in elementary at life expectancy except the ones replaced in last 2 years.
- Ceiling in elementary gym needs painted.
- All classrooms need painted except freshmen hall have 3 left to do.
- Look at replacing some concrete in parking lot outside elementary commons.
- All halls upstairs need painted.
- Need to look at replacing plywood over old windows in varsity gym.
- Need to look at putting in door to close off the old athletic hall for storage for lift etc.
- Lift for wrestling mats to be brought down and up.
- Look at replacing the asbestos tile with new in old part of school.

# **Spiritual Life Minutes**

## **Thursday, January 25<sup>th</sup>, 2018**

Present: Jason Swedlund, Sheila Huebsch, Fred Kesten, Wynn Touney, Katie Schelle, Kara Wirtz, Beth Lawler, DeAnne Yetmar, Dave Flattery, Fr. Patrick, Hiedi Touney

Absent: Lori Algae, Pat Hassett, Dorothy Telschaw, Chris Carney, Arlyn Gorackowski, Kathy Kapustka

Opening Prayer-

Reports -

Parish Life Director and Faith Formation covered in written report  
St. Edmond by Fr. Patrick

Lenten Schedule and Formation Plan – see attachment A – no comments

Review of Advent and Christmas Seasons -

\*Holy Hours were well attended

\*Question as to whether greeters are needed at Corpus Christi on Christmas Eve as the ushers were doing the same job

\*Discussion regarding combining 9:30 a.m. and 10:00 a.m. Masses on Christmas day – hold at Sacred Heart

\*Mixed reviews on Latin Mass parts – if we continue it would be advised to form parishioners why we would utilize the Latin.

\*Discussion as to why Holy Trinity utilizes antiphons and Latin and other parishes around us do not. Fr. Patrick referenced that the guidance comes from liturgical documents of the Church.

\*Discussion occurred regarding working with our Hispanic community in the parish to work together to celebrate Our Lady of Guadalupe in 2018. Form parishioners into the story of OLG.

A Diocesan Sponsored Sacred Music Workshop is to be held Friday, February 23<sup>rd</sup> in Fort Dodge and then also on Saturday, February 24<sup>th</sup> in Sioux City.

Committee members worked on step two of the SWOT analysis where by questions are created from the initial brainstorming session. Step three, brainstorming solutions, will occur in February.

Adjourned

Next meeting is set for Thursday, February 15th, 2018 – 6:30 p.m.

**Holy Hours** each Tuesday during Lent, 5:15-6:15 p.m., St. Teresa's Chapel at Sacred Heart Church, confessions will be available.

**Stations of the Cross** prayed each Friday at 5:15 p.m. at Corpus Christi Church.

**Little Black Books of Saginaw devotionals** will become available the weekend of February 10<sup>th</sup>/11<sup>th</sup> at the two churches.

**Lenten calendars** will be distributed to children in grades K-5<sup>th</sup> at St. Edmond School and 1<sup>st</sup>-5<sup>th</sup> at Rock Climbers.

**Mary's Meals** will once again be the recipient of our parish almsgiving during Lent. Our goal is \$13,000.00, which covers the cost of feeding the children in our school kitchen we built in Luweya, Malawi, Africa. Ellen Miller, representative of Mary's Meals will visit St. Edmond School and give a presentation following Stations of the Cross on Friday, February 16<sup>th</sup> at Corpus Christi Church.

**FORMED.ORG** will serve as our platform for Lenten studies and formation. We are now launching our very own parish FORMED site, which makes registering with FORMED.ORG easier than ever! Simply go to [www.holytrinitywci.formed.org](http://www.holytrinitywci.formed.org) and following the directions to register.

Once on FORMED.ORG you will see that our two primary studies of the parish are:

*Divine Mercy the Second Greatest Story Ever Told*, a ten week study, and  
*Lent to Remember*, a four week study

Both of these studies can be done individually, or form your own small group. The parish is more than happy to provide technology, printing and space if you need it for your small group!

**March 20<sup>th</sup> – 6:30 p.m.** – Large Group Introduction to Lectio: Eucharist scripture study from FORMED.ORG

1<sup>st</sup> session would be at large group event to assist parishioners in beginning the week after Easter individually or as a small group with the study. This incredible study on the Eucharist would then end the last week of May. The Spiritual Life Committee is working to then celebrate the Feast of Corpus Christi on Sunday, June 3<sup>rd</sup>.

**Additional Opportunities:**

Holy Trinity Parish's Men's WELCOME Retreat – February 16<sup>th</sup>/17<sup>th</sup> – a few spaces are still available  
Holy Trinity Parish's Women's WELCOME Retreat – March 3<sup>rd</sup>/4<sup>th</sup> – currently full, taking names for future

Diocesan Women's Conference – March 17<sup>th</sup> – 9-5pm – Carroll

Diocesan Men's Conference – April 7<sup>th</sup> – LeMars

St. Edmond Catholic School Board Minutes

MINUTES FOR MEETING HELD: \_\_\_\_\_January 24\_\_\_\_\_, 2018 Time: 5:15 pm

Place: St Edmond Library

PRESENT: Todd Baker, Ben Crimmins, Ann Feser, Mike Johnson, Barb O'Connor, Ann Schulte, Doug Smith, Holly Aljets , Fr. Patrick Behm

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

ABSENT: Mark Crimmins, Dan Kinney, Msgr. Kevin McCoy,

<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>	-There were six high school students in attendance.  The audit review was presented by Brian from Brooks-Loden. Mike Johnson moved to pass the audit report and second by Ann Feser. Motion passed.
<b>Presidents Report- Mary Gibb</b>	The lunch program is going better this year with more students eating and a better quality of food.  The new Scrip Dress Down Day was explained. A video will go out Monday to the families and on social media helping to explain the process with a packet going home on Wednesday also explaining Scrip and with order forms.  The Latino committee has had two meetings and will have students and instructors speaking at the Spanish Mass Sunday of Catholic Schools Week.
<b>K-12 Principal- Linda Mitchell</b>	Nothing to add
<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>	Catholic Schools Week is January 28 – Feb 2. Kindergarten Round up is February 21.
<b>Business Manager- Mark Steinberg</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> Nothing to add.</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> Nothing to add.</p>
<b>Old Business</b>	None
<b>New Business</b>	<p><b>Athletic/Activities Cancellation Policy:</b> -Current policy is varsity teams can hold an optional practice for 1 hr. if school is cancelled. -The conference schools were contacted to see what their policies were, everyone's policy is similar to ours except Humboldt, which can not practice. There was discussion and the policy will stand with the administration continuing to evaluate each snow day to make sure roads are ok.</p> <p><b>Calendar Update:</b> Currently the 2018-19 calendar will be August 23 – Friday before Memorial Day, with no Early Outs. FDHS is also moving to an 8 period day, which will help match up with our classes. This is for any students wishing to take a class at FDHS. We will continue to have time off for Spring Break.</p> <p>Todd Baker will be leading an effort to form an activities advisory committee to be in place for next school year.</p>
<b>Closed Session</b>	No closed session was held.
<b>Adjournment</b>	____ Barb O'Connor made a motion to adjourn. The motion was seconded by __ Todd Baker and all approved. The meeting was adjourned at __6:05 PM.