

**Church of St. Mary**  
**Parish Administrative Council**  
**MINUTES – 9/22/2014**

**Present:** Father Steve, Bill Schindele, Bob Hogan, Dave Reed, Kurt Schimek, Penny Johnson, Rick Conway, Sharrie Follmann, Sue Minnehan, and Mary Nordstrom.

We began with opening prayer and recommitment to our AFC Vision. Father Steve was presiding at a funeral and we began the meeting by covering some of the agenda items without him.

**DMA**

A motion was made and carried to donate any excess DMA funds over our goal of \$35,411.50 to the crucifix project. We are projected to receive \$2,845.17 from last year's DMA which will also go to replacing

**Fundraising requests**

- We approved the Boy Scouts request for their breakfast on February 8 in the Parish Hall. Mary will let the Boy Scouts know.
- We discussed the Cub Scouts request for selling popcorn on October 11/12. Because that is the weekend of the Knights of Columbus Omelet feed, we feel that the popcorn sale should be in the Parish Hall, as long as the Knights of Columbus are ok with it. If not, they will need to pick a different date. Mary will communicate with the KCs and the Cub Scouts.

**Information Items**

- St. Mary's Fall Festival will be on Sunday, September 28. There will be one Sunday Mass at 10:00 am.
- The Area Bereavement Workshop will be on Saturday, October 25. Father Steve and Dean Johnson will be speaking on the spiritual aspects of grief.
- Our Area Evening Prayer of Remembrance will be on Sunday, November 2.

**Facility Improvements**

Over the summer, we have had the following major repairs/improvements to our facilities:

- The church roof, including the stucco, has been repaired to correct some leaks.
- Two small spots of mold were found in the sanctuary this past spring. The mold was removed and no leaks were found. We left the ceiling open through the summer to see if any leaks were identified. The patching and painting should be done in the next week or so.

- Our Faith Formation curriculum for grades 6-11 is DVD based, and we have added TVs and DVD players to the classrooms that didn't have them.

## **Financial Reports**

- We reviewed St. Mary's and the AFC's financial reports. We had significant discussion on what reports the PAC should receive each month, and what the role of the PAC is in regards to the AFC reports.
  - Father Steve would like each PAC to receive the AFC reports for their information, not necessarily their review. If they have questions, they can refer them to Mary or Father Steve.
  - In the past, the Area Pastoral Council (APC) reviewed the AFC's reports, but that was when it was a much simpler budget. Father would like to have the APC focus more on pastoral issues and not dwell on the financial numbers. One idea is to resurrect the Area Stewardship Committee and have them review the financial reports.
  - It was suggested that we define some clear criteria as to what expenses are considered capital improvements and are the responsibility of the parish and which ones are budgeted and paid by the AFC.
- Currently CDS reviews St. Mary's monthly financial activities. We are considering sending the AFC monthly activities to CDS. Rick will get back to us on whether they are able to do this work.

## **Pastor's Report**

- Bishop LeVoir has assigned Father Jim as Parochial Administrator of the parishes in the St. Hubert AFC (Ortonville, Rosen, and Nassau) effective September 25. This means that we are officially down to two priests. We will look at budget line items to see how this will impact the AFC budget. We can then adjust the budget for the remaining nine months of the year.
  - The immediate change will be to the daily Mass schedule as well as to the Spanish Mass. Father Steve is presiding at the Spanish Mass, but is not as comfortable with his Spanish skills as would be beneficial to the Hispanic community.
  - From now through the December, the APC and each PAC will review the Area Mass schedule to identify how we might adjust it to best serve the AFC with just two priests.
  - We discussed whether having a paid deacon on staff would help reduce any of the work being done by Father Steve and/or Father Jerry. Because the main need is in the area of Masses, Father Steve isn't sure that hiring a deacon would help us in the critical area.

- Father Steve wanted to point out the work that Marv Kray has done to coordinate some of the maintenance projects around the church. His efforts are very much appreciated.
- Marcy Sadd, who has been coordinating funeral lunches for many years has decided to step down. Her dedication to funeral ministry will be missed. The other volunteers are discussing whether they want to continue making the meals or catering them as many other churches do.
- We have been notified that St. Mary's Foundation is listed as a beneficiary of the estate of Buck Juba, a former parishioner who was one of the leaders instrumental in establishing the Foundation. We do not know the exact amount or the timeline. Father Steve will include a thank you in the bulletin and will also inform parishioners how they can include the Foundation in their estate plans.

### **Update on investments**

- Father Steve and the PAC members who have been working with him on our investments updated the council on changes we made over the summer. We cashed in one investment (Foundation CMG) and then moved the funds to our Eagle account where it is performing much better. The Foundation has grown from approximately \$400,000 when Fr. Steve came in June of 2007 to over \$945,000 now.
- In reviewing the investments and Balance Sheet, the council requested that we make a change to our chart of accounts, creating two new Cash groupings – Unrestricted Cash and Restricted Cash. This will make it easier to identify our financial position. Mary will work with Dennis on this change.

### **Bishop LeVoir's article on pastoral planning in the September, 2014 *Prairie Catholic***

- Father Steve encouraged us to be mindful of the questions Bishop LeVoir asks in the article as we move ahead and are directly faced with the priest shortage.

### **Election of officers**

- Kurt Schimek is our new PAC Chairperson. We thank Sharrie Follmann for her many years of service in this role.

**Our next meeting is on Monday, October 27, 2014 at 5:00 pm.**