

Ss Peter & Paul Parish Council Meeting Minutes

October 7, 2009

- I. **Attendance** – see attached chart
- II. **Approval of Minutes** – The September minutes were approved.
- III. **Agenda Items**

	Report/Discussion	Outcome/Action Steps
Report on Catholic East Elementary School	<p>In Julie Robinson’s absence, Sarah presented a report on Catholic East’s enrollment, financial health, and new recruitment and marketing efforts. Following are some highlights:</p> <ul style="list-style-type: none"> - CEE’s current enrollment is 146 students, of which 65% are participants in the Milwaukee Parental Choice Program; - CEE has created a position for a dedicated marketing and recruitment staff person, Kathleen McGillis. Projects underway include updating the school’s website, inviting parents in the 53211, 53202, and 53212 zip codes to CEE’s open house, and pairing veteran families with families of new students; - Per CEE business manager Jane Bartlett, accomplishments include an intensified focus on school-wide religious education with a focus on vocations and the Saint of the Month; - Julie Robinson will personally address the Council at its November meeting in order to answer questions and discuss concerns and frustrations. Among those the Council expects to address is the effect of the sudden, state-mandated decrease in per pupil choice funds, which has created an operating deficit. <p>The Council discussed whether enrollment (which is relatively level with that of the last school year) at CEE is on target to reach the Meitler report’s proposed benchmark of 180 students in order to ensure the school’s financial viability. Further discussion will take place in November.</p>	<i>No action required</i>
Proposal on Parish Communications Initiative	<p>Alicia presented a concept paper that proposes a Council initiative to examine the state of and improve parish communications (attached). A discussion ensued. Several council members emphasized the importance of considering (in the adoption of new communications strategies) the needs of parishioners situated along the entire spectrum</p>	Decision: <i>The Council approved the formation of a temporary, ad-hoc committee to study parish communications and</i>

	of technological savvy. Council members cited a need for Increased transparency and improved community-building tools as reasons to move forward with the initiative. Potential members of an ad-hoc Communications team were proposed. Alicia and Fran will assemble a team and hold the first meeting in December. The team will aim to present its first report to Council in February.	<i>make recommendations for improving them in the spring of 2010.</i>
Report on 2009 Block Party	A written report was distributed at the meeting (attached). Larry presented an overview of the report.	<i>No action required</i>

IV. Administrative Details

- Staff reported that the first Community Breakfast was a success in every regard. The committee prepared for about 80 people to attend; the actual number was closer to 125. As was hoped for, spontaneous announcements of various community happenings took place, and several volunteers emerged to work on future breakfasts. People participated willingly in the table activity and submitted many suggestions for future program topics.
- By contrast, staff and Council members reported that the two State-of-the-Parish presentations (attached), held on Tuesday, September 15 and Sunday, September 25, were not well-attended.
- The next Council meeting will take place on Wednesday, November 4.

Respectfully Submitted,
Alicia Manning, Parish Council Secretary

**SS PETER & PAUL PARISH COUNCIL
2009-2010 ATTENDANCE**

	Jul 1	Aug 5	Sep 2	Retreat	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Fr. Mike Michalski PASTOR	X	X	X	X	X								
Fran Findley ('12) CHAIRPERSON	X	X	X	X	X								
Larry Burns ('10) VICE CHAIRPERSON	X	X	X	X	X								
Alicia Manning ('10) SECRETARY	X	X	X	X	X								
Monica Jablonski ('10)	E	A	X	X	X								
Susan Lex ('10)	X	E	X	X	X								
Janet Cleary ('11)	X	X	X	X	X								
Gary Nosacek ('11)	X	X	X	E	X								
Sarah Parlier ('11)	X	X	X	X	X								
Steve Meer ('12)	X	X	X	X	X								
Paul Lourich ('12)	X	E	X	X	E								
Phil Cook Trustee Treasurer	E	X	X	A	X								
Lynn Charnitz Trustee Secretary	X	X	E	X	X								
Jane Ore, Staff	X	X	X	X	X								
Monica Meagher, Staff	X	X	X	X	X								

X – Present

A – Absent

E – Excused

SSPP Council Initiative: Improve Communications

Objective: Form an ad-hoc communication team to explore all dimensions of parish communications and propose specific recommendations on how to improve and perhaps expand SSPP's infrastructure for conveying information to and collecting information from parishioners.

Proposed timeline: Six-month commitment, December 2009 through May 2010

- 1st report to council in February (detailed plan and strategy for implementation)
- 2nd report to council in April (progress report)
- 3rd report to council in June (implementation, suggested future actions)

Goals for the communication team:

- Establish a centralized place for information on all SSPP events, ministries, and volunteer opportunities and their associated contact persons that is easy to access and easy to maintain.
- Create an effective system for linking parishioners who have expressed interest in volunteering (for example, via time-and-talent forms) and opportunities to get involved in parish activities.
- Propose realistic roles and responsibilities for maintaining parish communications.
- Revisit the parish's current logo, slogan, and "marketing" efforts; in so doing, gain an awareness of what other parishes are doing.
- In establishing new communications practices, place a high priority on the eventual development of (or, frankly, acknowledgement of existing) alternative venues for information exchange that nurture our community.
- View this initiative as an opportunity to begin to address SSPP's generation gap as identified at our parish council retreat.
- Consider all proposed solutions to communication problems in light of the internal and external cultural trends the council identified at its retreat. (i.e. a shift in energy from traditional to evangelical; a shift in practices from structured to fluid; a shift in participation from planned to spontaneous.
- Keep in mind that all proposed solutions must be sustainable and take full advantage of free resources.

Team members: In assembling the team, the Council should seek out individuals of varying ages and "stations-in-life" and should especially try to identify people who have marketing, public relations, or information systems professional backgrounds.

**SSPP Block Party
Parish Council Report – October, 2009**

Event Goal (per Parish Council Policy)

Provide a day of enjoyment for our parish and our neighborhood, that includes entertainment and affordable activities for all ages. Channel the enthusiasm created by the gathering, and the energy needed to organize it, to raise funds for the parish. Build community by sharing in a day of fun, and by working together for the benefit of our church family.

2009 Activities

- Entertainment: Jim Boren & JBO (polka/big band), Paul Cebar (jazz/reggae/blues)
- Food: Brats, burgers, hot dogs, fruit baskets, desserts
- Beverages: Soda, water, coffee, beer, wine
- Main Raffle - \$1,000, 42” LCD TV, \$250; an amount equivalent to 10% of raffle proceeds being donated to Riverwest Food Pantry
- Games
- Raffle Baskets
- Silent Auction
- Children’s Area
- Murray’s Market
- SSPP Booth – Fiat CD, Entertainment Books, Kulaktik coffee, Joanne Kolodzik cards, items from Guatemala

New / Noteworthy this Year

- Nancy Burns and Larry Burns as new co-chairs did an exceptional job!
- Maintained food, beverage and game prices for third year in a row despite increased costs.
- Enhanced publicity – print ad in UWM post; expanded UWM poster; social networking and entertainment websites utilized.
- Games – added fish bowl game.
- Children’s Area – Bounce House, Gypsy Geoff, Dooley’s petting zoo had broad appeal.
- Raffle tickets were disbursed with monthly letter. Improved sales from 2008. Priced at \$2 each or 6 for \$10 - reduced paper usage and distribution cost.
- Collection of non-perishable food for Riverwest Food Pantry; good results for inaugural year.
- Our second BP casualty – Dan Miller injured his leg during setup ☹

Volunteers

- Approximately 140 volunteers scheduled. Shifts were 2-3 hours.
- Extremely short on volunteers. Many worked double shifts. More no-shows than ever resulted in some chaotic reshuffling at the last minute.
- New connections made as people worked together.
- The “seasoned” folks provided great leadership for the “newbies”.
- Volunteers tended to bring their families and/or friends along to enjoy the day.
- In great need of individuals to participate on leadership team.

2009 Event Feedback (Anecdotal)

- Overwhelmingly positive from volunteers and attendees.
- Fabulous weather.
- Wonderful stories of community connection; evangelization and people finding this “hidden gem” on the east side. Very family friendly and comfortable for all ages.
- Remarkable generosity from donors and underwriters in a year of economic difficulty.
- Investment in capital items from previous years continues to show return to bottom line.

Financial History

Year	Income	Expenses	Net Income	BP Budget	Notes
1999	\$14,300	\$9,600	\$4,700	\$0	Inaugural year
2000	\$14,500	\$10,600	\$3,900	\$0	
2001	\$16,700	\$11,000	\$5,700	\$0	All proceeds donated to 9/11 outreach
2002	--	--	--	--	No event held
2003	\$16,200	\$6,700	\$9,500	+\$5,000	Rainout
2004	\$19,800	\$11,100	\$8,700	+\$7,000	
2005	\$15,156	\$11,315	\$3,841	+\$7,000	No Silent Auction; Bastille fundraiser
2006	\$17,486	\$10,328	\$7,158	+\$4,000	
2007	\$24,814	\$11,781	\$13,033	+\$4,000	
2008	\$21,705	\$10,561	\$11,144	+\$4,000	Limited activities due to rain
2009	\$25,000	\$12,500	\$12,500	+\$4,000	Prelim results (+/- \$500)

SS. PETER AND PAUL STATE OF THE PARISH

September 29th and
October 4th, 2009

Summary of Presentation

- ▣ Welcome – Pat/Ody
- ▣ Prayer – Fr. Mike
- ▣ Year in Review – Fr. Mike
- ▣ Financial Review – Phil/Ody
- ▣ Faith in Our Future – Pat/Jennifer
- ▣ We are Asking You - Ody
- ▣ Q & A – Pat/Ody
- ▣ Closing Prayer – Fr. Mike

OUR PARISH THEME:

“WHO DO WE SAY THAT
WE ARE?”

Some Interesting Parish Statistics

- ▣ 1835 Registered Catholics
- ▣ 838 households
- ▣ 275 families with children
- ▣ 34 Baptisms
- ▣ 6 RCIA candidates
- ▣ 28 First Communion
- ▣ 22 First Penance
- ▣ 25 Anointing of the Sick
- ▣ 15 Marriages
- ▣ 14 Deaths

The Year in Review – Accomplishments & Highlights

- ▣ Time of Transition in the Parish
 - Tom Koester and Michael Hey
- ▣ Search for a new Director of Liturgy & Music
 - Brian Eggers
- ▣ 2008 Parish Council Retreat
 - “Come Back to Shore”
- ▣ Meitler Study
 - Our Elementary School – Catholic East
- ▣ Campus Building & Maintenance projects
 - Waterproofing project and parking lot
- ▣ Catholic East Elementary (CEE)
 - Kathleen McGillis, Director of Marketing
 - Enrollment for 2009-10 is at 144

The Year in Review - Continued

- ▣ Eastside Child and Youth Ministry (ESCYM)
 - 2nd year in the Cramer Building
- ▣ Riverbank Catholic Communities (RCC)
 - 5 Parish Retreat and Pastoral Plan
- ▣ Faith in Our Future
 - Archdiocesan Capital Campaign
- ▣ Seminarian Johnny Burns
 - Ordained to the Transitional Diaconate on Oct 8, 09
- ▣ Our Three (3) Goals for 2009-10
 - Pastoral Care
 - Service Commission - revitalization
 - Community Building

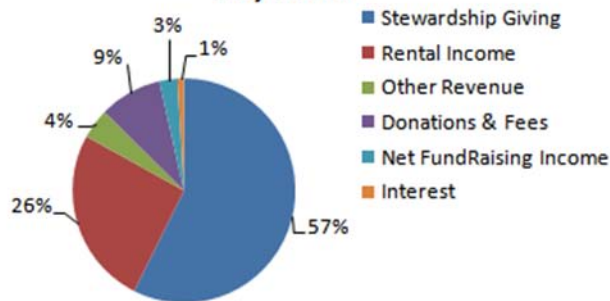
SSPP Financial Report

- ▣ Review of Fiscal Years 2008-09 and 2007-08
- ▣ Summary of Stewardship Giving
- ▣ Commitment to Social Justice
- ▣ Building on Our Blessings Update
- ▣ Fiscal Year 2009-10 Highlights

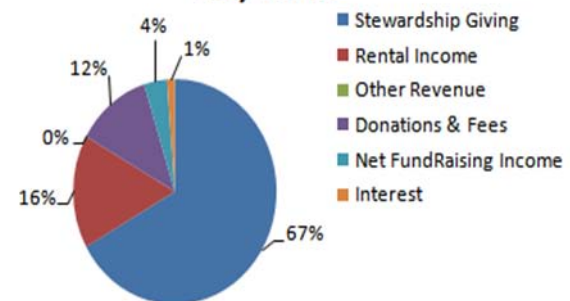
	2008-09	2007-08
Stewardship Giving	\$356,465	\$389,261
Rental Income	\$159,463	\$94,787
Other Revenue	\$27,093	\$0
Donations & Fees	\$56,284	\$69,772
Interest	\$5,805	\$7,031
Net Fundraising Income	\$16,363	\$21,313
TOTAL REVENUE	\$621,473	\$582,164
Wages & Benefits	\$275,186	\$300,154
Collaborations	\$154,753	\$154,259
Insurance	\$64,394	\$65,703
Buildings & Grounds	\$29,052	\$20,758
Utilities	\$43,554	\$42,971
Office & Admin	\$28,061	\$27,924
Worship	\$14,534	\$18,172
Service Ministries	\$2,819	\$2,590
Faith Formation	\$9,120	\$8,475
TOTAL EXPENSES	\$621,473	\$641,006
Net Income/(Loss)	\$0	(\$58,842)

SSPP Financial Report Revenue

Revenue - Year ending June
30, 2009



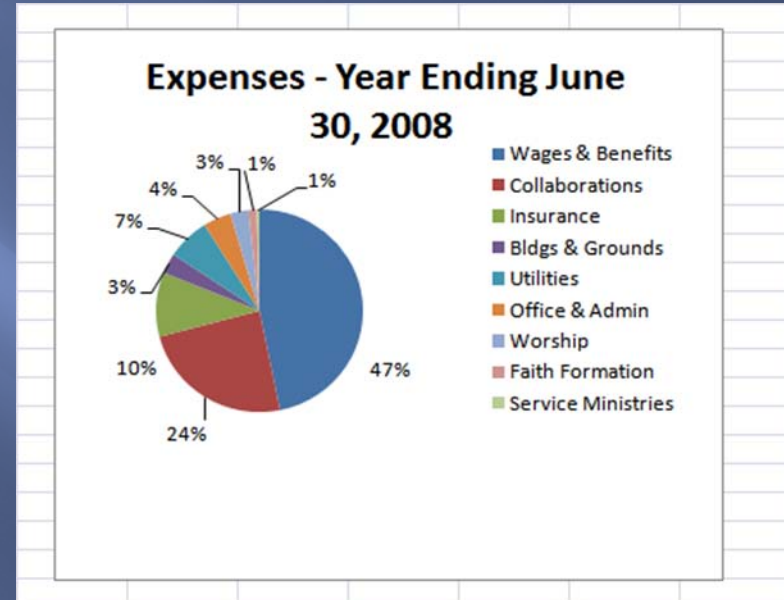
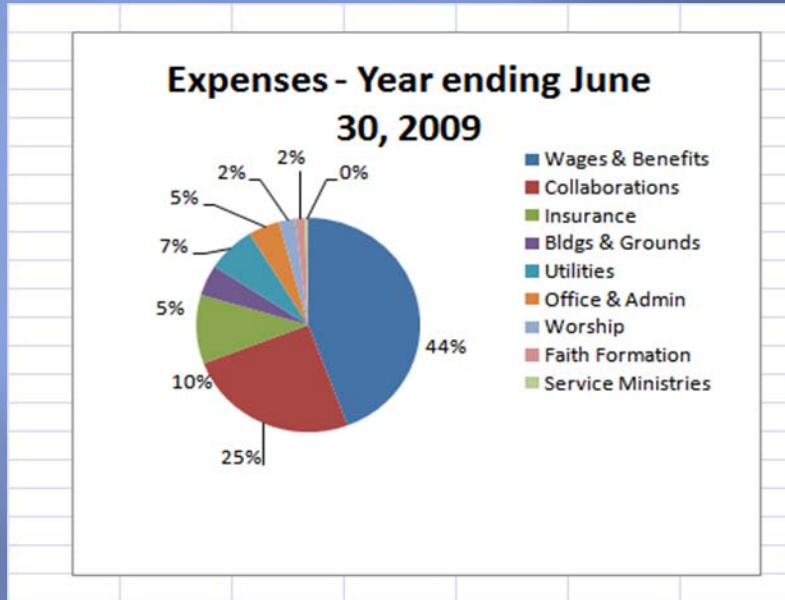
Revenue - Year ending June
30, 2008



✦ Stewardship Giving (Monthly envelope + Offertory) accounts for 60% of our parish income

✦ Rental Income has increased from last fiscal year due to our re-negotiated lease with Catholic East Elementary.

SSPP FINANCIAL REPORT EXPENSES



- ✦ Allocation of spending remains fairly constant from year to year
- ✦ Fixed Expenses – Wages & Benefits + Collaborations + Insurance account for more than 70% of parish expenses

SSPP Financial Report

Stewardship Giving

	2009	2008	2007
# of Pledges	256	293	380
\$ Pledged	\$252,762	\$284,269	\$339,907
Ave Pledge Amt	\$987/yr	\$970/yr	\$894/yr

	2009 (9 mo)	2008	2007
Envelope Giving	\$225,245	\$339,140	\$355,281
Offertory Giving	\$22,235	\$33,710	\$39,015
Ave \$ per month	\$27,498/mo	\$31,070/mo	\$32,858/mo

SSPP Financial Report

Our Commitment to Social Justice

- ✦ SSPP is a Tithing Parish
 - ✦ 1.5% of annual revenue is committed to Outreach
 - ✦ An amount = 10% of Block Party Raffle proceeds are donated
 - ✦ 2008-09: \$5,429 was added to the Outreach Fund
 - ✦ 2008-09: Membership in Common Ground

- ✦ In addition, numerous causes receive funds from special collections at SSPP. Some examples follow:

Program	2008-09	2007-08
Lenten Alms – (Riverwest Food Panty)	\$3,929	N/A
Lenten Alms – (Chiapas Clinic)	N/A	\$10,373
Mission Appeal – Chiapas	\$3,857	\$4,774
Kulaktik Coffee Net Income	\$1,481	\$2,027
Chiapas Chili Cook-off	\$2,161	\$2,162

SSPP Financial Report

Building on Our Blessings - Update

- Focus for 2008-09 has been dealing with water seepage issues in the Church Center.
- Storm sewer repairs to floor in Church Center
- Removal of old asbestos tiles resulted in new carpet and repairing and painting of walls in Church Center.
- Replacement of Bradford door.
- Costs for above projects = \$39,388
- Balance in fund as of June 30, 2009 = \$87,362
- Sump pump and water proofing of portion of North outside wall by Bradford doors to be done in 2009-10.

SSPP Financial Report

Fiscal Year 2009-10 Highlights

- + Cramer Bldg North/South stair project
- + 2010 Parish Annual Pledge Drive to begin in October of 2009.
- + 2009-10 Budget:
 - Revenue projections based on last year's actuals.
 - Staff hours decreased from a 1FTE to .95 FTE or 13 furlough days per year.
 - Health Insurance costs have a minimal increase due to plan change to \$1000 deductible.
- + All are welcome to join the Stewardship Commission

Faith In Our Future Overview

- ▣ Benchmark: \$401,754
- ▣ Pledged Total: \$249,607 (62% of benchmark)
 - To Archdiocese (40%) \$99,843
 - To Parish (60%) \$149,764
- ▣ Cards returned: 156 or 19%
- ▣ Pledges collected as of 7/31/09
 - Total (100%) \$54,514.
 - To Archdiocese (40%) \$21,805
 - To Parish (60%) \$32,708

Faith In Our Future Case Statement

Initiative

- ▣ **Riverbank Catholic Faith Formation Fund:** the five parishes of the Riverbank cluster have pledged at least 5% of their parish campaign monies to develop collaborative faith formation efforts for the future- these efforts may include development of CEE, ESCYM, new models of adult formation family ministry or justice education.
(Our contribution = 5% of \$149,764 or \$7,488)

Status

- ▣ Commitment completed
- ▣ Father Mike is in conversation with Priests from the other Parishes as to forming guidelines on how these funds will be utilized

Faith In Our Future Case Statement

Initiative

- ▣ **Living Our Faith - Development of Lay Leadership and Ministries:** we choose to invest in our future by developing lay leaders for our community.
 - a. Professional development of our parish Council and Commissions as well as training and formation for parishioners engaged in ministries.
 - b. New ministry models that engage more parishioners in active service becoming empowered for mission and evangelization. Professional assistance will help provide formation, training and materials to revitalize our commitment to Living Our Faith.
 - A Ministry Scholarship Fund and a Mission Scholarship Fund will fund these priorities. (\$10,000)

Status

- ▣ Commitment completed
- ▣ Father Mike is forming a group of parishioners to set up the guidelines for use of these funds

Faith In Our Future Case Statement

Initiative

- ▣ **New Sound System for the Church (\$50,000)**

Status

- ▣ The goal is to complete the project in the first quarter of 2010
- ▣ To begin a project the Archdiocese requires 50% of the necessary funds to be collected. It is anticipated the Parish will have collected the necessary pledges by the end of the first quarter 2010
- ▣ A core group of Parishioners is beginning to be selected to complete this project, please see Father Mike or Jane if you would like to be considered for this Task Force.

Faith In Our Future Case Statement

Initiative

- ▣ **Building On Our Blessings Fund *Continued*:** Now is the time that decisions must be made about the future of our buildings and ministerial space needs for the future. The following items must be addressed as a leadership team while working with outside experts to establish an action plan. Monies allocated to this fund will be used for the projects listed below and for other projects as identified via the planning process. Funds remaining from the original Building On Our Blessing will seed the Fund. This amount is estimated to be \$ 50,000. The seed money is the result of money allocated for the installation of handicap accessibility to the Church Office. This project was not completed during the original campaign to ensure a solution to our accessibility concerns and an integrated fit to the overall final design of the campus. (Faith in Our Future monies are approx. \$82,276)
 - a. Gathering space for after Mass socials and small parish gatherings
 - b. Handicapped accessibility to Church and parish buildings
 - c. Assure adequate facilities for current and future faith formation program requirements for the parish

Status

- ▣ We saved the best for last, look for a future update next year on the status of this initiative

We are asking you...

- ❖ To pray for our parish, our staff and our lay leaders
- ❖ To financially support SSPP
- ❖ If you find yourself not being able to contribute financially as much as you'd like, please consider contributing your time and talent. One idea: the cost to cook and deliver 3 dozen hard boiled eggs is negligible (\$5?) - but the impact on our parish and the wider community is great. If more people contributed smaller acts more frequently, we could change the world (or at least our corner of it)!
- ❖ To invite others to join you at SSPP

Pastor's Report to Parish Council
October 7,2009
Feast of Our Lady of the Rosary

1. This past weekend we commissioned/blessed Brian Eggers as our new Director of Liturgy and Music. He and I will be meeting regularly. The first meeting of the Worship Commission is on Wed. September 21st at 7pm. Both choirs are back in session. We will also meet with the Eucharistic ministers and lectors on Saturday Nov. 7th from 10am-noon in preparation for the new liturgical year. Please give Brian Eggers a warm welcome.
2. With the hire of Brian Eggers, I also want to give some energy to revitalizing the Service Commission. Our next meeting is Wed. September 21st at 7pm. This fits in well as one of the goals for this new council year. In addition, Monica Meagher and I have been working to develop a program of pastoral care that is comprehensive. Our focus, besides updating our data base, is taking communion to the homebound, making phone calls to check in on ill parishioners and ministry to the sick and dying. We have a parishioner who is interested in coordinating this program on a paid basis. The Catholic Home is willing to train volunteers who will do pastoral visits. The only snag right now is getting a grant to help fund this program for the first year until we can incorporate it into our budget. We are currently looking at funding sources for this important program.
3. Thanks to Monica and her committee for an excellent first "Good News" Community Breakfast on Sept. 27th. There is a good energy in our parish that was very evident that day. Thanks to Mike and Sara Larson for leading the Great Adventure Bible Study.
4. Thanks to Jane Ore and the team who helped present the second annual State of the Parish sessions. I felt that the material was well organized and clear in its' focus. Our goal is transparency. If you were not able to attend either session, please contact Jane Ore for a handout of the presentation.
5. The Stewardship Commission is currently working on our annual fall stewardship pledge drive which begins this month and concludes in November. Our theme for this year is **Giving and Receiving**. In a similar vein, Jane Ore, Pam Busalacchi and I will be attending the 2009 International Catholic Stewardship Conference in Dallas, Texas next week. We are hoping to get some new ideas on how to promote stewardship in our parish.
6. Please pardon our dust. You may have noticed the repair work being done on the Cramer Building. Both the north and south back stairs have been removed from the school building. Work is being done by Dahlman Construction Co. The garages on the north end are being repaired. We got the ok from the city to put a new set of stairs on the south end of the Cramer Building. When this is completed, we will put new asphalt on the school playground. The last part of this project is being funded by one of the RCC parishes.
7. Regarding collaboration with RCC, the pastors met on Sept. 1st to review the results of the conversation between SSPP and Our Lady of Divine Providence. The general consensus that our parish staff had was not to merge our two parishes or share a pastor between SSPP and OLDP. Fr. Gerry is having two sets of meetings in September and October on a parish-wide basis to lay out the options for OLDP. Nothing further was discussed. Our next meeting is October 15th. I think we should see how we can support

Fr. Gerry and OLDP. Once I have an idea of what kind of model we will use for the future of RCC,I would like to convene the council for a Wisdom circle.

8. Thanks to all who worked so hard on the Block Party,especially Jane Ore,Lynn Charnitz and co-chairs Larry Burns and Nancy Burns. We continue to keep Dan Miller in our prayers as he recovers from his accident the morning of the Block party.

9. Regarding Catholic East,the Corporate Board approved a revised copy of the budget for '09-'10. We have 144 students enrolled at Catholic East. Because of a decrease in Choice money for the next 2 years,we will have a deficit of roughly \$31,000. The School Board is committed to working on a major fundraiser for this school year to help offset the deficit. The business managers from the RCC parishes will also weigh in on this matter. There is a good spirit of enthusiasm this year at Catholic East. The necessary repairs on the Cramer Building have made a good impression on parents and all involved.

10. Please pray for Johnny Burns who will be ordained to the transitional diaconate tomorrow in Rome. We look forward to Johnny's return this spring so he can celebrate a liturgy at our parish.

11. This month has been declared Respect Life month by our bishops. The theme for this year which comes from Pope Benedict XVI is **Every Child Brings Us God's Smile**. Please refer to the Archdiocesan website for pro-life events being coordinated by the John Paul II Center. This month is also the month of the Holy Rosary. Please take time in your busy schedules to pray the rosary. We end this month by celebrating All Saints/All Souls. Please refer to the insert in your monthly letter for ways to remember your deceased loved ones.

Respectfully submitted,
Fr. Mike Michalski