

**Pastoral Council Members Present:**

Jerry Pater – Chair	Rich Inman	Kevin Walsh
Brett Boutwell	Chris Palac	Chris Zevallos
Tom Collins	Ellen Paxton	
Julie Duffy	Betty Ann Quinn	

**Pastoral Council Members Absent:** Cathy Marksteiner, Tim Wurth - Vice Chair

**Notable Others:**

Fr. Jim Riehle – Pastor  
Evangelization and Catechesis Commission – No Representative Present  
Outreach Commission – Kathleen Garrison  
Parish Life and Stewardship Commission – Lori Walters  
Worship and Sacraments Commission – Amy Wissel  
Finance Council – John Monroe  
Parish Staff Representative – Ruth Trentman  
Recording Secretary – Dena Moulton

- **Opening Prayer / Mission Statement** (PC is praying for Finance Council in June)
- **Formation** – No decision on new book for 2019-2020 yet; Fr. Jim has six books he is considering
- **Lightning Round**
  - No meeting in July; Next meeting is August 7, 2019
  - PC picnic at Jerry’s house – Saturday, June 22
- **Committee Updates**
  - **Campus Safety Subcommittee** – (Fr. Jim for Cathy Marksteiner)
    - Moving forward with safety protocol presentation to staff
  - **PC Listening Sessions** – (Julie Duffy, Rich Inman)
    - One open item remains
    - Fr. Jim is following up with the parishioner on this last item
    - Rich will prepare a draft schedule of listening sessions for the 2019-2020 term to present in August
    - Comments a Parishioner shared are on page 5\* of these minutes
  - **Leadership Discernment** – (Brett Boutwell, Chris Zevallos, Betty Ann Quinn)
    - Discernment fairs were held; follow up contact made with individuals to confirm their willingness to move forward with the discernment process
    - ECC – no longer a part of this process as they have an internal process for discerning members
    - On Pentecost Sunday, under the guidance of the Holy Spirit, Fr. Jim will choose new members for the councils
    - The Discernment team will contact candidates via email if they have been chosen to serve
    - There is a possibility that there will be five open slots on Pastoral Council come the August meeting

- **Twinning** – (Chris Palac)
  - Girl’s dorm and most of boy’s dorm completed
  - Twinning donations can be made through Faith Direct
  - Working to make this a long-term (3-5 year) commitment, making sure we are sticking to intent of Twinning
  - Need more people involved, breakout into sub committees
  - To make twinning clearer, we will refer to St. Patrick Madera as our Sister Parish
  - Focus is on solidarity, prayer and relationship building; when a need arises, St. Max can step in
  - Fr. Simon Peter raised a lot of money before the official launch of Twinning

● **Council/Commission Updates**

- **Finance Council** – (John Monroe)

**Financial Report Fiscal Year-To-Date as of May 31, 2019**

	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) \$ Variance</u>	<u>Favorable (Unfavorable) % Variance</u>
<b>Total Income Excluding Together We Grow (TWG)</b>	<u>\$2,158,838</u>	<u>\$2,248,704</u>	<u>(\$89,866)</u>	<u>(4.0)</u>
<b>Total Expenses:</b>				
General & Administrative	1,340,763	1,476,633	135,870	9.2
Ministry & Liturgy	76,760	105,961	29,201	27.6
Religious Formation	72,908	94,182	21,274	22.6
Outreach	9,637	20,397	10,760	52.8
Facilities	378,814	343,837	(34,977)	(10.2)
Fundraising	72,537	74,923	2,386	3.2
Capital	<u>70,256</u>	<u>44,245</u>	<u>(26,011)</u>	<u>(58.8)</u>
<b>Total</b>	<u>2,021,675</u>	<u>2,160,178</u>	<u>138,503</u>	<u>6.4</u>
<b>Net Income Excluding TWG</b>	\$ 137,163	88,526	48,637	54.9

**Note:** Sunday Collections of \$1,811,277 are **under budget** by \$92,723.

**Finance Council Areas of Focus and Reporting for FY 2019**

- Monitor and report ongoing results of Together We Grow campaign.
  - \$397,044 was collected during the period July 1, 2018 through December of 2018. The funds were received from the Archdiocese of Cincinnati (AoC) during February 2019 and are invested in a money market account at PNC Bank. It is expected that most of these funds will be reinvested in a Certificate of Deposit this month with the AoC. The CD is currently earning 2.5% interest, with no penalty for early withdrawal.
  - \$204,333 has been collected by the Archdiocese for the period January through April 2019. Our payment due to the AoC on July 1, 2019 is \$286,000.
  - Pledges now total \$3,512,020 of which \$2,193,148 (62.4%) has been collected as of 4-30-19. May collection numbers are not available as of 6-5-19.
  - Architect estimated design fees are \$150,000 and estimated soil boring fees are \$10,000.
- A Monthly Executive Summary of key components of financial and statistical results was implemented at the October Finance Council meeting and revised during April 2019.
- Funding of the Contingency Fund (\$85,000) by June 30, 2019.
  - No funding has occurred as of 5-31-19.

- A \$106,000 payment for the semi-annual AoC Assessment will be made by the end of June.
- Funding for the church roof replacement.
  - The roof was inspected in September 2018 by a roofing contractor and determined to have an estimated life expectancy of approximately three years.
  - The estimated cost to replace the roof is \$815,000 using three-dimensional asphalt shingles or \$915,000 using stamping seam metal.
  - As of 5-31-19 \$36,962 has been collected for the roof replacement.
- A used truck was purchased for a total vehicle cost of \$14,193. The cost of the flight to St. Louis, fuel and meals on the drive back to West Chester was \$841. The cost to inspect the truck was \$759. The cost of the snow plow blade, salt spreader, and electrical system to operate them was \$15,158. The total cost of this “project” is \$30,951. The old truck was sold for \$2,000, resulting in a net cost of \$28,951.
  - Total snow removal and salting cost for provision of services by an outside vendor was \$30,585 for the period 1-20-19 through 3-31-19.
- The Fiscal Year 2019/2020 Budget reflects Revenue in excess of Expenses in the amount of \$86,800.

*Pastoral Council voted by consensus to approve the FY 2019/2020 Budget. PC appreciates the work that was done to prepare the Budget and to answer the questions that they had when it was reviewed with them at the May meeting. Thank you to the staff also.*

- Rich Carmel will be the new chair for Finance Council

➤ **Worship and Sacraments Commission – (Amy Wissel)**

- Reviewed and suggested updates to WSC Charter document
- August 24, 2019 is the date for our next Day of Reflection, from 8:30am-1:30pm; This is for lay leadership
- PC Representative from WSC for next year will be Mary Blake
- Reviewed WSC budget for next year
- Mary Ella’s Staff Report
  - Communication to liturgical ministers regarding changes to their postures and positions due to the Blessed Sacrament being present in the sanctuary is ongoing
  - Vanessa Brown has completed her 3-year service as our altar server coordinator. Elizabeth Conner is taking her place
  - 1<sup>st</sup> Friday Exposition of the Blessed Sacrament will begin in January of 2020
  - Parish theme for next year will be from the reflection/letter from St. Teresa of Calcutta: “I Thirst for You”. It can be a 2-way street, we thirst for Jesus and He thirsts for us
- Discernment Update: 5 people have accepted nominations for WSC so there will be a drawing of names from the hat
- Review completed of the final 9 MAPS from ministries
- Liturgical Ministers meetings (Lectors, EM, Sacristans, Psalmists) Saturday, 9/28 or Monday, 10/7

➤ **Outreach Commission – (Kathleen Garrison)**

- Faith Alliance: discussed getting volunteers for the Summer Lunch Program. The dates and times will be researched and an email will be sent out to the members regarding volunteering and Lakme will make sure to include on the Parish website
- Just Try It: discussed the effectiveness of the Ministry Fair in engaging parishioners more fully in outreach ministries and opportunities. The general consensus was there has to be a better way. There was brainstorming and ideas. One idea was to periodically highlight like-minded ministries

throughout the year. We are considering scheduling dates, matching up the ministries with the Sunday Readings. For example, November highlighting the Christmas Food Baskets, Reach Out Lakota Toy Drive, and Tender Mercies Giving Wreath. Another thought is incorporating the Spiritual and Corporal Works of Mercy in specific ways. Discussion at next meeting on thought of changing the name of the Ministry Fair.

- Getting Youth more involved in the Outreach, is an ongoing discussion.
- Question was asked relating to the Baby Bottles Donations, asking for clarification regarding the vetting process? (Fr. Jim and Lakme vetted Pathway to Hope)

➤ **Parish Life & Stewardship Commission** – (Lori Walters)

- We are going to start a new standing topic in our monthly meetings around the topic of Stewardship. Commission members will bring topics and ideas to have the entire commission discuss. Over the next month or two, the different communication tools St. Max offers (Facebook, Twitter, email, bulletin, etc.) Eric R will be our point person to talk with Communications office
- We have an opening for the Welcome ministry leader. We have had one person inquire about it. However, if anyone has someone in mind, including themselves, please let Lakme, Michael Brunner or Dave Ellerbrock know
- We approved a new MasterMind ministry (name may be changed after they meet for the first time or two). Ministry leader is Richard Carmel. Here is a brief excerpt from how he described his intentions with this group:

*“We need to break our “journey of faith silence.” Spirituality is not simply Mass on Sunday. Spirituality, walking with Christ is every day, every hour. We cannot compartmentalize our Faith, it is everywhere. It should affect our lives personally and professionally. Personal Life, Professional Life and Spiritual Life are synonymous. I believe when people come together to discuss their personal, professional and spiritual lives the sum of the parts is greater than the whole. I am going to create and facilitate a Catholic business owner mastermind group.”*

➤ **Evangelization & Catechesis Commission** – (No Representative Present)

No report presented

• **Pastor’s Report** – (Fr. Jim)

- Fr. Simon Peter – His Bishop has approved his return for three years
- Parish Theme for September 2019 – November 2020  
*“I Thirst for You”* will be the theme – from St. Mother Teresa of Calcutta  
It can be a 2-way street, we thirst for Jesus and He thirsts for us  
September 5 will be the official Kickoff day as this is the Feast Day for St. Mother Teresa, followed by the weekend of September 7/8

*Pastoral Council thanks the following members for their service on this Council:  
Brett Boutwell, Julie Duffy, Jerry Pater, Kevin Walsh*

## **Closing Prayer**

\*PC Listening Sessions – Parishioner’s comments:

I wanted to say how blessed I felt throughout the seasons of Lent and Easter this year. I'm just going to list all the things I was incredibly happy about:

1. The multiple times the Sacrament of Reconciliation was made available was such a blessing for me and my family.
2. All homilies by all 3 priests!
3. The increased silence during Mass.
4. The increase in Latin prayers and music. Since it the universal language for the Church, it really makes you feel united with our Catholic brothers and sisters around the world and in Purgatory and Heaven.
5. The beautification of the sanctuary and nave.
  - The addition of the Crucifix on the altar.
  - The addition of the candles to the Blessed Mother and St. Joseph statues.
  - The new paintings by the baptismal font.
  - The flowers - so beautiful!
  - Father's vestments.
  - And most important and extremely close to my heart, the glorious tabernacle with our Lord back in the sanctuary! ♥
6. Oh, and the Children's Choir at the noon Easter Mass was like a choir of angels!

I'm sorry for the length of this, but I really hope you will read my comments out loud at the meeting. It's important to acknowledge how blessed we are.

Thank you, Pastoral Council, for all you do for our parish, our home!

A Saint Max Parishioner