

## St. Maximilian Kolbe Pastoral Council Meeting

April Minutes

April 1, 2020 – 7:00-8:30PM

### Virtual Meeting with Zoom; Fr. Jim/meeting organizer

#### Pastoral Council Members Present:

Tom Collins  
Rich Inman  
Daren Keenan

Cathy Marksteiner  
Ellen Paxton – Vice Chair  
Chris Palac

Jerry Pater  
Betty Ann Quinn  
Tim Wurth – Chair

#### Notable Others:

Fr. Jim Riehle – Pastor  
Evangelization and Catechesis Commission – Andrew Tebbe  
Outreach Commission – Maureen Savage  
Parish Life and Stewardship Commission – Tony Ferraro  
Finance Council – Richard Carmel  
Recording Secretary – Dena Moulton

- **Opening Prayer / Mission Statement** (PC is praying for Worship and Sacraments Commission in April)
- **Update on changes due to the Coronavirus** – (Fr. Jim)
  - ❖ **Response and changes due to the pandemic related guidelines**
    - St. Max will continue to follow guidelines of Ohio Governor and Archdiocese
    - St. Max website <https://saint-max.org/> continues to be updated; Parishioners are encouraged to participate in the live stream Masses and other live stream opportunities as well as the archived events; Confession times continue to be available
    - The Church is always closed to the public during liturgical events; the Chapel is open 24/7 for private prayer
    - Staff, on a volunteer basis, are assisting at Masses as the lectors and delegated responders
    - Sunday e-Bulletins are being sent to parishioners and are also available on the website
    - **Offertory** – electronic option, mail in, or drop off at the office; St. Max lives as a family, ‘paycheck to paycheck’; As this pandemic continues, St. Max will need to make tough decisions regarding our own employees and furloughs and cut backs; Half of the building is shut down and reducing expenses is essential
    - Pentecost Vigil, May 30; This is the date the Archdiocese would like the Candidates and Catechumens brought into the Church (Pending Coronavirus status, of course)
  - ❖ **Questions and suggestions**
    - Concern about live stream audio volume and feedback; Fr. will check into this
  - ❖ **Parishioner outreach**
    - In the gathering space: 2000 Holy water bottles are available for home use along with a house blessing;  
Reach Out Lakota bin is being continuously filled by parishioners  
Cards are being accepted for nursing home residents
    - Staff has been calling parishioners to check on them and ask if they have any needs

- All PC members have agreed to participate in this outreach to parishioners; A basic text will be provided as a conversation starter, along with a list of resources available to meet peoples' needs; If a parishioner has a specific need, this will be communicated to Katie Keenan in the office; Katie has a list of people willing to help
- Rich Carmel, finance council, has also offered to call parishioners; Fr. will be extending this opportunity to all Council and Commission Members

#### ❖ Other Updates

- Fr. Simon Peter – Remains in Uganda, no idea when he will return; everything in Uganda is currently closed
- Our Parishioners who visited Uganda are all safe here at home, they made the last flight out of Uganda
- Ox Plow purchases on hold until markets re-open; St. Max will hold the funds until then
- The Ox Plow project was to conclude at Easter, but this period will now be extended

### ➤ Lightning Round

#### ❖ Discernment

- 15 total nominations as of last week in March; 25 open positions
- Announcement to be made before Mass; Sarah will add to Facebook
- Suggestion: ask Commission and Council members to discern about people for their open positions
- Delaying this process is not desirable

#### ❖ MAP update / status

- Fr. Jim will check in with Pastoral Associates

#### ❖ Together We Grow

- Architects estimate, just under 1.7 million; this is the shelled building only (includes HVAC and plumbing) New entrance, Exteriors, Community Room and Meeting Room constructed (but not yet usable)
- 50% of 1.7 million needed to begin construction
- Fr. Jim will discuss and explain project to parishioners; He is looking forward to Open House with artistic renderings and 3D model (with removable roof)
- Financial concerns - Fr. Jim is working with a small group of parishioners who are committed to this project; Fr. would like a grassroots campaign; he would like to start with small group gatherings, then bring challenge to the larger group; The hope is people will get energized and be willing to make contributions to bring project to completion

#### ❖ Baptismal Font

- Has a leak; Problem discovered - intake; a difficult problem to resolve
- Work to repair is currently on hold

➤ **Council/Commission Updates**

- **Finance Council** – (Rich Carmel)

**Financial Report Fiscal Year-To-Date as of February 29, 2020**

	<u>Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) \$ Variance</u>	<u>Favorable (Unfavorable) % Variance</u>
<b>Total Income</b>	\$1,532,909	\$1,495,625	\$37,284	2.5
<b>Total Expenses:</b>				
General & Administrative	1,062,639	1,069,640	7,001	0.7
Ministry & Liturgy	43,539	54,303	10,764	19.8
Religious Formation	52,775	69,694	16,919	24.3
Outreach	10,736	15,317	4,580	29.9
Facilities	246,197	249,897	3,699	1.5
Fundraising	44,676	15,935	(28,741)	(180.4)
Capital	8,585	10,067	1,472	14.7
<b>Total</b>	<u>1,469,149</u>	<u>1,484,852</u>	<u>15,704</u>	<u>1.1</u>
<b>Net Income</b>	\$63,760	\$10,773	\$52,988	

**Note:** Sunday Collections of \$1,261,451 are **under budget** by \$40,549.

**Finance Council Areas of Focus and Reporting for FY 2020**

- Monitor and report ongoing results of *Together We Grow* campaign.
  - We currently have \$635,083 in available funds for the project. \$588,283 is invested in an AOC CD, currently earning 2.3% interest. The remaining \$46,800 is invested in accounts at PNC Bank to be used for immediate needs.
  - As of September 18, 2019, in response to our request for a reduction in our obligation to the Archdiocese of Cincinnati's *One Faith, One Hope, One Love* campaign, the archdiocese waived the remaining \$320,895 that was owed. We have fulfilled our obligation to the archdiocese.
  - Pledges total \$3,443,468; \$2,490,118 (72%) collected as of 12-31-19.
  - In February \$234,339 was added to our AOC note, representing July-December collections.
  - Architect estimated design fees are \$150,000. Boring samples were done on September 25; \$4,000 was paid in December 2019.
- Balance of the Contingency Fund as of February 29 is \$46,000.
- 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 February 29, \$119,039 has been collected for the roof replacement. We raised \$2,955 from 17 donors on Giving Tuesday for the roof; this money is not assessed by the archdiocese. The Archdiocese has agreed to assess the remaining Raise the Roof donations at a lower rate of 5.7%. The Raise the Roof Raffle was a success, netting \$42,394.
- The Fiscal Year 2019/2020 Budget reflects Revenue in excess of Expenses in the amount of \$86,800.

- **Outreach Commission** – (Maureen Savage)
  - Lunch Program; People will make lunches at their own homes
  - Stephen Ministries; Virtual get together meetings

➤ **Discussion, Pastoral Council – what is our purpose**

- We will delay our discussion of ‘The Path’, the By-laws, etc. The following documents will guide our future discussion
  - Pages 2-16, 36-37 from ‘Called to be a Church: Guide for Parish Pastoral Councils’
  - Pastoral Council By-laws provided at the February meeting
  - Read ‘The Path’ found on the St. Max website

[https://saint-](https://saint-max.org/Portals/0/Files/Parish/CouncilsCommissions/PastoralCouncil/ThePath2012vFINAL.pdf?ver=2013-09-11-111803-000)

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- We will pick up our discussion in May; finalizations to By-laws needed by June

➤ **Other Items**

- Listening session in April postponed; Rich will take the lead on reaching out to Sarah; PC will invite parishioners to contact them and ask how can we serve them – contact us with your concerns; PC has an email that goes to Tim
- Betty Ann has offered to take the lead on a prayer ministry offered after Masses; prayer would be offered to people who request personal prayer

➤ **Closing Prayer**