

**The Church of Saint Mary**  
**Pastoral Council Meeting Minutes**  
**Thursday, May 27, 2021**

Present: Father Steve Binsfeld, Rita Winters, Todd Wentworth, Francie Peterson. Jerry Kostreba, Janet Schiltgen, Randy Kinney, Mary Gorghuber, Jodi Rehovsky, and Carol Gaffaney. Guest: Kathy Fisher.

The meeting began at 4:30 p.m. with prayer.

Kathy Fischer, Parish Nurse, explained a program, *Head, Heart and Hands in Service*, being started in the parish. She said when the COVID restrictions began in March 2020, she organized a calling ministry whereby approximately 45 volunteers made regular phone calls and contacts with parishioners age 75 and over, to keep them in touch with the parish and let them know they were not forgotten. This also included some homebound individuals and others dealing with physical limitations who were not over the age of 75. It was well received and many connections between people are still occurring. The *Head, Hearts and Hands in Service* ministry has grown out of that effort. The mission states: "We strive to respond to our mission by recognizing the needs of the sick, elderly or homebound through a ministry of care. The *Head, Heart and Hands in Service* outreach program will engage volunteers to share their presence, prayer and deeds with them through sacramental, spiritual and charitable forms of service."

Kathy will coordinate the program and manage communications, conduct training of volunteers, complete the first home visit (or phone call) with clients, assign volunteers to the homebound clients, and maintain the documents needed for the program. She reviewed resources that will be provided to volunteers.

**Agenda and Meeting Minutes:**

The agenda for May 27, 2021 and the minutes of the April 22, 2021 meeting were approved by consensus.

**Administrative Report:**

- Annual Budget – Todd said the Finance Committee approved the annual budget last night at its meeting. Some of the main points are:
  - The budget projects a net increase of \$69,000 in income. This would require a 2.8% increase in regular offerings as well as an increase in the loose collection of \$39,000.
  - The bigger projects planned for the next year are repairing a boiler, remodeling the school computer center, and replacing carpet in the Lighthouse building.
  - The budget provides a \$750,000 subsidy to St. Mary's School. This represents 23% of the parish's budget, which is lower than what many parishes provide. To be fiscally responsible, it is recommended that parishes designate less than 26% of their budget to support their school.

- What are the risks involved in this budget? Less offerings than projected. What is the upside in the budgeting process? The parish will most likely receive funds again through the federal program, Employee Retention Tax Credit for 2021.
- Randy said the Finance committee discussed the amount of school tuition being paid by non-parishioner families, which is the same as families who are parishioners. They will suggest to the Board of Education that non-parishioners should pay a higher rate of tuition for their children to attend St. Mary's School.
- Rectory Remodel Update – Plumbing updates and painting have been completed at the new rectory. New flooring will be installed during the week of June 7<sup>th</sup>. Janet and Mary are arranging for furniture that is needed. They will also put together a Welcome Basket for the new pastor.

### **Committee Reports**

- Cemetery – Janet said the committee approved moving 80% of its money market account to the Catholic Foundation, which could return 6-7% average return as compared to a 3% return if moved to the Diocese. At the end of the fiscal year, they will review funds and maintain 6 months of operating expenses, and any excess monies will be moved to the Catholic Foundation. The committee also increased the Sexton commission amount to \$150. The Memorial Day mass will be held in the church. Committee members will have a work day on May 29<sup>th</sup>, 8:00 to Noon.
- Liturgy Committee – Mary said the group brainstormed ideas to encourage people to come back to church services now that the pandemic restrictions are ending. Michelle Neale and Bill Verschaetse will hone the list down in order to move forward.
- JPIC – Rita said the committee's membership is dwindling and they are recruiting new members. The Covid pandemic has had a big effect on the committee.
- Board of Education – Jerry said the Board of Education also needs new members.
- Stewardship/Evangelization - Jerry reported they had representatives from all three ACC churches at their meeting. They are looking at ways to increase communication between the three parishes.
- An Ice Cream Social is being planned which will be held after the masses on the weekend of June 12<sup>th</sup> and 13<sup>th</sup> in the courtyard. Jodi will work with Savannah to get volunteers.
- Father Steve said the parish is looking for a replacement for Bernie Cullen on the Diocesan Planning Council. They have six meetings per year. Let Father Steve know if you are interested.
- Human Resources – Todd noted that the HR Committee was heavily involved in the budgeting process.

### **Old Business**

- ACC Update - Todd Wentworth said the CTTWACC (Come To The Water Area Catholic Community) constitution and bylaws were submitted and approved by the Chancery. They were then given to the Vicar General. Therefore, the work has been completed and the Come To The Water Area Catholic Community is established. The ACC Planning Committee is dissolved. The pastoral councils from all three parishes will be the CTTWACC pastoral council.

**New Business**

- The new pastor for our parish will be Father Matthew Kuhn. He is currently serving the Church of St. Henry in Perham and the Holy Cross Church in Butler. There will be a Retirement Celebration for Father Steve on Sunday, June 27<sup>th</sup> at Carlos Creek Winery from 1:00 to 4:00 with a program at 2:00.
- June Gathering – The last gathering of the year for the pastoral council will be held on Thursday, June 24<sup>th</sup> at 6pm.

The meeting adjourned at 5:27 p.m.

Respectfully submitted,

Carol Gaffaney  
Recording Secretary