

St. Margaret Mary Parish, Naperville, IL
Pastoral Council Minutes
April 3, 2012

Members Present: Barbara Burkhardt, Kim Cernek, Tom Cordaro, Desmond Curran, Dan Dulik, Gus Fischer, Fr. Paul Hottinger, Divia Ludwig, Steve Schroeder, Terry Wagner, Larry Williams

Members Absent: Sue Schroeder

Pastoral Council President Desmond Curran called the meeting to order at 7:08 p.m. in the Upper Room at SMMP. Dan Dulik opened tonight's meeting by leading a guided prayer service.

APPROVAL OF MARCH 2012 MINUTES:

The Pastoral Council approved the minutes from March 6, 2012, with Steve Schroeder moving, Dan Dulik seconding, and the Council unanimously approving these. The minutes, along with the Commission and Ad Hoc Committee Reports, will now be posted to the Council's online web page. While it was also noted that the location for the 4/29/12 Buffalo Wild Wings fundraiser had changed since the March Council meeting, the new location is included in both the April minutes and in the March 2012 Council Minutes Summary (the latter as submitted by Larry Williams for the parish bulletin).

ANNOUNCEMENTS:

May 1st Pastoral Council Meeting Guests: Representatives from the Men's Club, along with Discernment Candidates for Pastoral Council Member At-Large positions, will attend the next Council meeting on 5/1/12. Discernment Candidates will be requested to quietly observe and not vote at this upcoming meeting.

Ad Hoc Fundraising Committee for Church Lighting: Desmond reported that he had recently spoken with Deacon Ken Miles about the need to form an Ad Hoc Fundraising Committee for Church Lighting. Points included in this discussion were:

- Initiating the formation of a Fundraising Committee for Church Lighting;
- Searching for volunteers who are interest in assisting with this campaign or who know good candidates to recommend for this; and
- Spreading the word through the Commissions about the need to assist Deacon Ken with finding fundraising campaign volunteers.

All Saints Catholic Academy (ASCA) 8th Grade Graduation (5/25/12 -- evening): As maintaining a tradition set over the past several years, two Council Members are sought to attend ASCA's 8th Grade Graduation as SMMP representatives. While Desmond Curran and Steve Schroeder will be unable to attend this year's graduation due to schedule conflicts, it was noted that Kim Cernek (as an ASCA Faculty Member) and

Fr. Paul will already be attending this. In addition, Dan Dulik will check on his possible availability to also represent SMMP's Council at this.

Ignatian Spirituality Project for P.A.D.S.: Joe Ferrari had presented information via recent e-mail to Desmond about a new Ignatian Spirituality Project, which will be offered to the homeless guests who are sheltered and fed at SMMP once weekly on Thursday nights through DuPage P.A.D.S. (Public Action to Deliver Shelter). This program will begin in Fall 2012. Joe already has two volunteers (including Gail Krema, who has spiritual leadership training) to help lead this program, and he is seeking volunteers from the other churches that help with P.A.D.S. Additional volunteers might still be needed; and, so if anyone is interested, please contact Joe Ferrari.

DAYBREAK SURPLUS FUNDS: SMMP's Daybreak Transitional Housing Ministry has reported that it has not used all of its allocated funds from the 2011/12 budget. It has asked whether or not this surplus could be directed to the Charitable Contributions Committee (both committees being within the Christian Service Commission).

The Pastoral Council was in consensus that the Christian Service Commission (CSC) should make the decision about how to direct the use of remaining surplus funds from Daybreak Transitional Housing's 2011/12 budget.

2012/13 PARISH BUDGET PREPARATION: Terry Wagner, Finance Committee Chair, stated that there were a few adjustments that needed to be made to the proposed 2012/13 parish budget since last month's Council meeting. Terry reported that some of the Commissions' budget numbers came in lower than the goals which were set two months ago by the Pastoral Council. In addition, Candy Rice [Director of High School Youth Ministry] announced her retirement, and a decision was made to adjust the structure of the Religious Education Department Staff, which will significantly decrease payroll in this area in FY2013. He also noted that the parish's other FY2013 budgeted operating expenses are lower than assumed 1-2 months ago. Revenue from regular Sunday collections are still slightly lower than budgeted, although a couple of unusually high gifts received over Christmas helped offset this, with a current surplus to date due to these unusual gifts. However, 2012/13 Sunday collections are projected to be flat. Fr. Paul noted that the Commissions did a "great job."

The Council considered the necessary adjustments to the budget in light of the noted changes. Fr. Paul noted that the diocese provides a salary scale for the pastor's use in deciding staff salaries. He also noted that the new Youth Ministry Director's professional salary will reflect his/her professional level, with previous job experience also needed for this position. In considering the necessary adjustments, the Council decided to include in the budget funds for a salary increase for staff equal to 2% of total salaries and a potential bonus if the parish is on budget next year (measured using the YTD results through March 2013) equal to 1% of total salaries. These funds will be available for use at Fr. Paul's discretion. The Council also decided to increase the amount transferred to the Repair and Replacement Fund within the 2012-13 Budget from \$20,000 to \$45,000

as a contingency in case it is needed for the lighting project, as well as including \$5,000 for potential repair to the church organ.

Steve Schroeder moved, Larry Williams seconded, and the Council unanimously approved the parish budget for FY2012/13, subject to any additional circumstances requiring its revision before submission to the Diocese of Joliet [with 6/1/12 submission deadline].

Following this, Council took a break, also enjoying refreshments provided by Dan Dulik.

ANNUAL PARISH TOWN HALL MEETING (5/22/12 – 7:30 p.m.): Council generated some ideas about topics and general theme to be used for this year's annual Parish Town Hall Meeting, which will be held in the Upper Room on 5/22/12 at 7:30 p.m. Keeping to its ideas about communicating positive messages and celebrating what we do, Council discussed telling some of the parish's success stories without boasting, while also sharing the three goals established at the beginning of the year in conjunction with staff.

It was also suggested that the slide show [containing numerous parish activity photos], which was previously shown at the recent Parish Volunteer Appreciation Dinner, might be presented again at the Town Hall Meeting.

Desmond requested that Council submit additional topic ideas to him within the next couple of weeks, in preparation for the Town Hall Meeting's agenda. Information about the need to replace and improve the church's lighting, along with a discussion about its upcoming fundraising campaign, were suggested for possible inclusion on the agenda. Consistent with greater subsidiarity, it was also noted that "the more faces [involved with the Town Hall Meeting's presentations], the better meeting." It was also suggested that Council should not dwell on financial issues too much at this and that it would be good to share highlights from each of the Commissions for the year. Desmond will put together a tentative Town Hall Meeting agenda and will send this to Council Members shortly. This meeting will also include a time for questions and answers.

CHARTER OF COMPASSION: After discussion about this charter was postponed at the past two Council meetings due to time constraints, Tom Cordaro, Justice/Outreach Minister, presented information about this at tonight's meeting. He requested that the Council pass a resolution to endorse the effort to have the City of Naperville become a signatory to the Charter of Compassion. This is part of the interfaith effort to promote religious tolerance and respect in our community, for which SMMP is providing the leadership in the Naperville Interfaith Leaders Association's efforts. Tom also noted that this year's World Peace Day Interfaith Prayer Service and several interfaith concerts and celebrations were part of this effort.

Fr. Paul noted that this Charter of Compassion encompasses compassion as the core of all religions. It helps “build bridges” and prevents faith groups from “using religion as swords.” Tom added that some charitable non-profit groups are also invited to become signatories to this charter. The YouTube video about the Charter of Compassion can be found at:

http://www.youtube.com/watch?v=wktlwCPDd94&feature=player_embedded

Although Council agreed that the charter’s statement about the need for compassion is basic to our faith, Desmond expressed some hesitancy about there not being enough available information about other signatory groups or individuals that could inadvertently cause backlash for SMMP. He noted that, “on the surface, though, there seems to be so much good here” in the charter.

This charter signatory request, as proposed by Tom Cordaro, appears below:

SUPPORT FOR THE CITY OF NAPERVILLE BECOMING A SIGNATORY TO THE CHARTER OF COMPASSION

As members of the Pastoral Council of St. Margaret Mary Parish, we offer our support and endorsement of the City of Naperville becoming a signatory to the Charter of Compassion. We believe that the principles enshrined in the Charter of Compassion reflect the values and principles of St. Margaret Mary Parish. We believe that by becoming a signatory to the charter, the Naperville City Council will be acknowledging and affirming the compassionate work already done in our community.

[Document with some editing changes noted as orally presented by Tom Cordaro to Council Members at the 4/3/12 Council Meeting]

Following this, **Tom Cordaro moved, Dan Dulik seconded, and the Council unanimously approved to adopt the resolution that St. Margaret Parish supports the City of Naperville becoming a signatory to the Charter of Compassion.**

DISCERNMENT PROCESS FOR NEW AT-LARGE COUNCIL MEMBERS:

Larry Williams and Barbara Burkhardt updated Council about progress being made to contact parishioners, who were recommended as possible new At-Large Council Members candidates, also inviting them to the discernment process for this. Council Members received a spreadsheet in advance showing the list of those parishioners who are currently being contacted. Of these, 8-10 parishioners have expressed interest in the discernment for this. A notice will be published in the parish bulletin shortly, seeking additional candidate nominations. According to Council bylaws, inquirers’ photos with personal statements will subsequently be published in the parish bulletin – parishioners will then have the opportunity to submit affirming feedback about these candidates.

According to Larry and Barbara, the Discernment Orientation is set for 4/17/12 at

7:00 p.m. – meeting room information will be forthcoming. Interested Discernment Candidates will then be invited to attend the May 1st Council Meeting as observers. While the initially scheduled 5/8/12 date for final Discernment Night needs to be rescheduled, Larry will send an e-mail confirmation shortly with information about the new date. Lastly, candidates will fill out personal statement forms and will be photographed on 5/17/12 for publication in the parish bulleting. The Council noted what a great group of Discernment Candidates there is who are considering At-Large Council Membership.

AD HOC COMMITTEE FOR FUNDRAISING: [*SMMP Fundraising Committee March Report – 3/22/12* was electronically submitted in advance by Steve Schroeder, a copy of which is attached hereto].

Estate Planning Seminar: According to Steve Schroeder, Ad Hoc Committee Chair for Fundraising, the Huck Bouma Law Firm has affirmed plans to present a Saturday morning seminar on estate planning to interested SMMP parishioners on either 11/3/12 or 11/10/12 at SMMP. Plans are being set for a 10:00 a.m. presentation, which would last approximately 45 minutes-1 hour, followed by questions. A disclaimer about SMMP's not endorsing this particular law firm will be extremely important, although such a seminar would highlight the basic need for estate planning, along with the request to remember SMMP in wills. As also suggested by the Diocese of Joliet, an article about bequests to include SMMP in wills will now be appearing once monthly in the parish bulletin.

DuPage County Hounds (Baseball) Church Night: According to Larry Williams, one hundred tickets have now been requested by SMMP for the 7/7/12 (Saturday 6:00 p.m.). DuPage County Hounds game at Benedictine University Sports Complex, Lisle. According to Council's decision, each of these tickets will be sold for \$5.00 as a parish fundraiser, with this price to be printed on each ticket. An advertisement for ticket sales will run in the parish bulletin shortly, with the probability that some additional tickets beyond this initial hundred would also be available for the parish. No rain-out information is available yet.

Easter Flowers and Music Special Collections: No information is available yet about the success of these special collections.

Parish Electronics Recycling Day (1/28/12): According to Tom Cordaro, this electronics recycling event netted \$1,100 for the parish, which will be applied toward the parish debt.

Buffalo Wild Wings-Woodridge Fundraiser (4/29/12): While the location for this fundraiser has recently changed from the Naperville (75th Street) site to the Woodridge (6450 State Rt. 53) one, Steve verified that 20% of dine-in or carry-out purchases on 4/29 (Sunday) will go to SMMP.

Hospitality Sunday (4/15/12): According to communication received from

Mary TeVogt, Cami Prebish has again coordinated volunteers for this month's upcoming Hospitality Sunday. The April Hospitality Sunday will be using a newly modified format, including an improved donut and bagel selection, along with a free-will donation jar. Table set-up will be rearranged for better socializing and food management, along with the new addition of a supervised "Kids Corner" featuring a simple activity or craft. **Council was in consensus that Hospitality Sunday may utilize some attempted modifications on a trial basis, including collection of "free-will" offerings for this.**

Other: Council expressed interest in finding out whether or not members of SMMP's Contemporary Choir might again be willing to perform at an outdoor summer "Ravinia-style" concert at SMMP, an idea recently suggested by Joe Ferrari. Desmond will contact Brian Pelz, Contemporary Choir Director, to learn more about the musicians' interest and availability for this, recognizing that our choirs give so much of their time and talents to the parish already. Date, time, and location would then be scheduled accordingly, and volunteers would be needed to help with this activity.

Kim Cernek suggested that SMMP might be able to use ASCA's gym for a possible summertime children's activities and/or movie night as a SMMP "parents' night out" fundraiser. Kim will check into this and will report back to Council.

COMMISSION REPORTS:

Administration: [*Administration Commission Minutes of March 14, 2012 were electronically sent in advance by Mike Prus, a copy of which is attached hereto*].

Terry Wagner, Finance Committee Chair and Administration Commission Representative, reviewed Administration's planned phases to seek bids from 4-5 lighting design firms and to subsequently identify the construction manager who will function as a head contractor for the church lighting project. Mike Prus will be sending a draft document to the diocesan Buildings and Properties Office shortly for review before Administration would submit this to any qualified lighting firms. Because of the many upcoming decisions which will be needed as pertaining to the new church lighting project shortly, Administration now plans to meet on a monthly rather than bi-monthly basis.

While Deacon Ken Miles has agreed to be the "public face" for the church lighting's fundraising campaign and has started to gather some people for this committee, Council discussed what kind of professional skill sets might be especially needed for this campaign committee. Dan Dulik will further discuss these needs and ideas for help with this effort with Deacon Ken and will report back to the Council shortly.

Christian Worship (CWC): [*Christian Worship Committee Report April 2012 was electronically sent in advance by Gus Fischer, a copy of which is attached hereto*].

Gus Fischer, CWC Representative, added that additional adult help is needed on

Good Friday, starting at 8:30 or 9:00 p.m. following the Good Friday evening service, to decorate the church for Easter.

Christian Education (CWC): [*Christian Education Commission April Report* was electronically submitted in advance by Kim Cernek, a copy of which is attached hereto].

Kim Cernek, CEC Representative, noted that advertising for the new Youth Ministry Director position has already been in process for the past two weeks. This newly created position will require the management of jr. high and high school ministries as two separate (rather than merged) programs. The new director will coordinate volunteers, develop curriculum, and enhance these two separate programs. Sr. Madelyn is writing an announcement about this development for the parish bulletin.

According to Kim, the job description for the new Youth Ministry position is still currently being written, with candidates needing to present prior experience, visioning, and a solid faith foundation – the new director will also report directly to Fr. Paul. The initial interviewing team, consisting of Desmond Curran, Kim Cernek, Arlene Serio, Janene Parisi, Linda Griffin, and Sr. Madelyn Gould, will begin conducting the first of three interviewing levels on 4/11/12. Meanwhile, the first interview team will meet tomorrow night to go over resumes.

The current Director of Jr. High Youth Ministry (Patti Guare) and the retiring Director of High School Youth Ministry (Candy Rice) will be invited to an acknowledgment of their services by the parish in early June.

Christian Service (CSC): [*CSC April, 2012 Report* was electronically submitted in advance by Tom Cordaro, a copy of which is attached hereto].

Tom added that a Spanish language program, “Spanish Ladder,” will be offered at SMMP to children in Grades K-8 on June 4-8. Divia Ludwig will be working with this program.

Council Members are invited to attend Naperville’s “Cuisine for a Cause” on the evening of 4/21/12 at Tellabs, Naperville, with Tom’s hopes to fill SMMP’s table at this. Advance reservations are required. Proceeds from this event will benefit Naperville CARES, which provides short-term financial support and resources to meet the basic needs of local families in crisis. This project is partially funded by a grant from the City of Naperville.

Lastly, Barbara Burkhardt reported on the inaugural DuPage Human Race, a 5K run/ 2-mile fitness walk on 4/21/12 in the Danada Forest Preserve, Wheaton. Proceeds from this event will help charities and non-profits serving DuPage County.

CLOSING: Dan Dulik offered a closing prayer.

The meeting concluded at 10:10 p.m.

The next Pastoral Council Meeting will be held on Tuesday, May 1st in the Upper Room (St. Margaret Mary Parish), starting at 7:00 p.m.

*May Opening and Closing Prayer: Larry Williams
May Refreshments: Larry Williams*

Respectfully submitted,

Marlyn Ligner Steury
Recording Secretary

**SMMP Fundraising Committee
March Report
Submitted by Steve Schroeder
3/22/12**

New Fundraising Initiative/current status of exiting:

- Bequests – Bulletin article has appeared once in 10 weeks. Needs to appear at a minimum of 1 a month, if not more.
- Estate Planning seminar...based on the Parish Calendar, and discussions with Huck Bouma, we are targeting Saturday 11/3 or 11/10 at 10AM. The presentation would be at SMMP and approximately 45 minutes to 1 hour, plus time for questions.
- Buffalo Wild Wings Fundraiser is Sunday 4/29 for snack, lunch or dinner. 20% of purchases (Dine-in or Carry-Out) go to SMMP. Only valid at 6450 State Rt. 53, Woodridge, IL. See flier.
- Baseball game at Illinois Benedictine. Larry Williams has secured 100 tickets for the Saturday, July 7th 6PM game. He is working up details on the ticket costs, etc. Initial thoughts are: \$5 per person or \$25 per family? Focus is on earlier ticket sales by teens and adults. Rain date?
- Waiting on initial results of donations for flowers and music for Easter.

Future fundraising under consideration:

Recommendations for Parish Council to approve:

- We would like approval from the Council to proceed with holding an Estate Planning seminar at SMMP on either Saturday, 11/3 or 11/10 at 10AM. Note: conflicts on 11/3: Men's Club fall couples dinner (need to set up) and 11/10: possible Men's CRHP.
- PC should discuss a disclaimer for this seminar.

**SAINT MARGARET MARY PARISH
ADMINISTRATION COMMISSION**

Minutes of Wednesday, March 14, 2012

Members Present: Tom Hill, Jeff Jameson (by phone), Chuck Marquis (by phone), Michael Prus, Terry Wagner, Klaus Rummer.

Members Absent: None.

1. Approval of Minutes

Approval of minutes was postponed until the next meeting.

2. Discussion/Decision Items:

A. Church Lighting

Prior to the meeting, Jeff Jameson had prepared a draft document Church Lighting Scope of Work, for the commission's review. The document is intended for lighting design firms interested in being hired for the project. Jeff described the various phases and proposed sequencing of the project, and the expectations of the design firm who would participate in the project. The commission discussed the role of the diocese in the process. Mike Prus will contact the diocesan Buildings and Properties Office to gain an overview of their expectations and participation. The commission also discussed possible candidates for submitting the eventual final version of the document. Chuck Marquis, Tom Hill, Jeff, and Mike will coordinate to identify qualified lighting design firms. Jeff will revise the document based on our meeting, and send to the commission and to Ken Miles. Tom will contact Ken Miles for his input on our discussion and plans.

3. Member Reports and Discussion

Due to the length of discussion noted above, member reports were postponed until the next meeting.

4. New Business:

The commission agreed to meet next month, on Thursday, April 12, to continue to pursue this project.

- Submitted by Mike Prus

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Christian Worship Commission Report April 2012

Our meeting was held on March 15th. The budget for the 2012 -2013 year was finally agreed upon after much discussion.

The remainder of the meeting was making final plans for Holy Week and Easter.

Passion Unplugged was presented on March 30th. It was again an excellent program. The attendance at these programs has been increasing, and this had approximately 200 people in attendance.

The church will be decorated for Easter after the Liturgy of the Word with Veneration of the Cross this Friday. Approximately 8:30 PM. Additional help is needed.

Submitted by Gus Fischer

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Christian Education Commission
April Report
Submitted by Kim Cernek
4/2/12

General Notes

- Information regarding the position for the Director of Youth Ministry that is open at St. Margaret Mary Parish has been posted.
- An interview team under the direction of Sister Madelyn and Father Paul will begin reviewing candidate's resumes this week.

Religious Education, PreK-Grade 5

- Fifth grade classes presented the Stations of the Cross the week of March 17, and Vicki McClennan will direct the Good Friday Children's Liturgy on April 6.
- Julie Carballo has agreed to continue leading three annual children's masses but is seeking an assistant.
- Registration for the 2012-2013 year was mailed to parish families the week of March 26.

Junior High, Journey

- No report submitted.

Senior High, Quest

- No report submitted.

Adult Faith Formation

- A March 21 presentation by Dr. Doug McKinley titled “Moving Beyond Fear” concluded this year’s presentations related to the theme “Fear Not” and was attended by 18 people.
- 13 parishioners are committed to the Ignatian Retreat, and nine women will continue with the CRHP process.
- Planning for the 2012–2013 year will begin after Easter.

All Saints Catholic Academy

- ASCA’s last single-class eighth grade will graduate on Friday, May 25.
- Next year’s enrollment figure is considerably higher than this year’s.
- The Junior High Musical, *Willy Wonka and the Chocolate Factory*, will be performed April 27 and 28.

CEC will meet next on Thursday April 12, 2012.

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CSC April, 2012 Report

BEREAVEMENT MINISTRY: We had 8 new families to make contact and we went over current cases . We discussed the possibility, if feasible, to make our calls from the Parish Office (we would call first and use Deacon Terry Taylor’s office), as many do not answer the phone when they see a number unrecognized, etc. We currently are mailing them a card if we make 3 attempts to call. We ended in prayer for our families who have had a loss and in our Book of Remembrance; next meeting is April 18th.

MEN’S CLUB: The men’s club met March 20th in the Upper Room. Fifty-four men attended the meeting. The White Fence Farm chicken dinner was delicious. Planning for "April in Parish" annual service projects was presented. We have six parishioners we can do some work at their homes. Norm was presented with a plaque of the "Jean letter" that was so touching from last year’s work. A nominating committee was formed to identify new candidates for the board. All men of the parish are encouraged to attend.

PEACE & JUSTICE ADVISORY WORKING GROUP: Plans are underway for our last parish social mission week (April 15-22). The theme will be: Overcoming the Fear That Divides Us: Seeking the Common Good. We will be focusing on an advocacy campaign calling for adequate funding to insure that Food Stamps are available to all those who qualify for them. In addition we will be inviting parishioners to sign-up of the parish volunteer day at Feed My Starving Children (May 5th). The Earth Flag award has been placed in the parish library area and the money raised from the electronic recycling event will be used to pay down the parish debt.

PRO-LIFE COMMITTEE: Don & Mary Ann Cronauer attended the “Rally for Religious Freedom” on Saturday, March 23 in Chicago. A crowd of about 2,500 people assembled in Federal Plaza and heard a number of speakers speak against the Health & Human Services mandate that requires Catholic organizations cover contraception, sterilization and abortion-inducing drugs in their health insurance policies. Most impressive was the large number of students from St. John Cantius parish as they arrived holding large yellow balloons with the word “LIFE” on them. Near the end of the rally, they released a “balloon rosary.”

SEPTEMBER CLUB: On March 7, 2012, 32 members gathered for an early Saint Patrick's Day celebration at Quincy's restaurant in Naperville. While traditional corned beef and cabbage was featured, attendees were also able to select from other menu entrees. There was no formal program presentation. As is the monthly custom, March birthdays and anniversaries were recognized and members were asked to remember ill members in their prayers.

SHARING PARISH: Tamale sales continue. The annual Garage Sale to raise money for the Scholarship Fund will be held on Friday, August 3 with a discount sale on Saturday morning, August 4. Donations will be accepted starting on Saturday, July 28. Many volunteer hands are needed! Applications for the October 6 Craft Fair have been sent out.

ST. JOSEPH EMPLOYMENT MINISTRY: We had three men and women attend our meeting on March 17 plus three volunteers. No speaker was present and we had an open discussion giving suggestions to each other about networking.

ST. VINCENT DE PAUL: This month we helped 8 families

- helped person with Rent before eviction
- helped another person with utilities
- helped with auto insurance for person who needed car for work
- worked with other parishes to help person with mortgage'
- helped person with utilities on current apartment so they could qualify for subsidized housing
- food and gas vouchers

We had one person we helped a few months ago who donate funds back to us. Check book balance ok, but could use some more!

-- Submitted by Tom Cordaro