

St. Margaret Mary Parish, Naperville, IL
Pastoral Council Minutes
February 5, 2013

Members Present: Barbara Burkhardt, Kim Cernek, Tom Cordaro, Dan Dulik, Gus Fischer, Fr. Paul Hottinger, Steve Schroeder, Marian Stricker, Terry Wagner, Larry Williams, Barb Zdon

Members Absent: Divia Ludwig

Council President Steve Schroeder opened tonight's meeting at 7:03 p.m. in Room 8 at SMMP. Barb Zdon led the opening prayer.

PARISH VOLUNTEER APPRECIATION DINNER (1/19/13): Steve offered his heartfelt thanks to all who had helped make last month's Volunteer Appreciation Dinner such a big success. He thanked all Council members/spouses and teen volunteer helpers, while especially noting the outstanding efforts of the Men's Club and especially several of their other members including: Ray Jeffries, Dave Schwartz, and Larry Epstein. He also offered a heartfelt thank-you to "Off the Rails" for providing the "outstanding" musical entertainment. Dan Dulik circulated thank-you notes for Council members to sign.

The catered meal from La Notte Café, Berwyn, was considered excellent. The many delicious appetizers and desserts, which were optionally donated by attendees, were in abundance. It was also recommended that next year's appetizer table be moved away from the wall in order to allow for double buffet lines.

Council approved a stipend of \$200.00 to "Off the Rails" for their performance at the Appreciation Dinner, with Dan Dulik moving and Gus Fischer seconding.

APPROVAL OF JANUARY 2013 MEETING MINUTES:

Council approved the minutes from January 8, 2013, with Dan Dulik moving, Larry Williams seconding, and the Council approving these. The minutes, along with the Commission reports, will now be posted onto the Council's online web page.

PARISH BUDGET PREPARATION FOR FY 2013/14: Terry Wagner, Finance Committee Head, presented the committee's first draft recommendations for the proposed 2013-2014 parish budget, reviewing a long-term model with revised assumptions. He noted that the Finance Committee has already done much of the preliminary "heavy work," now presenting Council with a "smarter, easier budget process." Preliminary discussions with the Commissions have already taken place to help determine their financial needs and priorities for the coming fiscal year. In addition, the Diocese will be providing updated information pertinent to parish budgeting, e.g. staff health and liability insurance, diocesan assessment, and salary guidelines. Council

then reviewed long-term projections for repair and replacement schedules, including new roof, parking lot, church carpeting, and an HVAC system.

Last week's cash receipts and pledge contributions for the Church Lighting Improvement Campaign were reported to be at \$117,000 (for the estimated \$150,000 project), with any shortfall not raised by the Lighting Campaign needing to come out of the Repair & Replacement Fund. Terry also noted that parishioners' continued special contributions to the Debt Reduction Campaign for All Saints Catholic Academy (ASCA) have also successfully resulted in \$8,000 not needing to be transferred from parish funds for this in 2012/13. It was also noted that PADS Ministry will have its own budget line item next year.

Although Council still assumes flat revenues for 2013-14, it approved a proposed \$7,000 increase to be divided and distributed to the following prioritized areas: Administration (\$2,000); Christian Education (\$800); Christian Service (\$1,700 + \$1,000 for Charitable Contributions); and Christian Worship (\$1,500), with Gus Fischer moving, Steve Schroeder seconding, and the Council approving. In consideration of the above, Council discussed the prioritized needs for the following: new parish website design (Administration); Church Nursery, PADS Ministry, and Charitable Contributions (CSC); music (CWC); and online program and student registration (CEC). The Finance Committee will now assign a liaison to each of the Commission to assist with their budgeting parameters.

Lastly, Terry shared Sunday Mass attendance figures (as provided by Gus Fischer), which the greeters had recorded and averaged for two Sundays in October 2012. These were requested by and submitted to the Diocese. Council discussed these attendance figures, most notably seeing a decline in attendance at the 9:00 a.m. Masses.

DISCERNING GOD'S CALL:

Parish Missional Directives: Tom Cordaro, Justice/Outreach Minister, led Council's discussion about wording revisions to the two Parish Missional Directives. These were initially drafted at the Leadership Community Gathering on 1/26/13. Staff had recently met to review this working draft, with their suggested changes already noted. Tom will incorporate Council's suggested revisions from tonight's meeting into this draft and will then electronically send the final draft to Council and Staff for final approval.

Discernment Process for New At-Large Council Members: Council discussed a proposed addition to the Discernment Process for new At-Large Council Members. This would include a more in-depth orientation to Council duties/responsibilities, along with a presentation on the new Missional Directives and the historical background and process involved in their development. According to Council, these changes would be important tools used for focusing discernment candidates on the above information, to be covered (for an approximate hour) during the first of two evening orientation

sessions. This revision would also entail rewriting part of the Discernment Process packet, for which Tom Cordaro has offered to help.

Council approved incorporating a change to Session One of the At-Large Council Member Discernment Orientation Process to include a new segment focusing on Council duties/responsibilities and Parish Missional Directives, with Dan Dulik moving and Fr. Paul seconding.

Meanwhile, Barb Zdon and Marian Stricker, who will be heading up this year's Discernment Process for new At-Large Council Members, are requesting submission of candidates' names to them by 2/22/13. They also noted recent receipt of two highly interested candidates' names for this. The two At-Large Member positions require a three-year commitment on Council, with Staff/Council collaboration needed to help move the new Parish Missional Directives forward with the parish community.

Parish Theme Selection: Council Members on the Ad Hoc Parish Theme Selection Committee (Barbara Burkhardt, Dan Dulik, Steve Schroeder, and Larry Williams) identified several possible evening meeting dates for their work with Staff Representatives on this. Tom Cordaro will review these dates with Sr. Madelyn and other Staff participants, subsequently notifying all committee members about the final evening meeting date(s). Possible dates include: 2/19, 2/25, and 2/26.

Following this, Council took a break from 8:25 to 8:35 p.m., enjoying refreshments provided by Marian Stricker.

COMMISSION REPORTS:

Administration: According to Terry Wagner, Administration Commission Representative, the Commission will meet on 2/21/13. A report will be forthcoming after this.

Christian Worship (CWC): [*Christian Worship Commission Report, February 2013 was electronically sent in advance by Gus Fischer, a copy of which is shown hereto*].

Gus Fischer, CWC Representative, reported about Mary Oliphant's recent presentation to the Worship Commission on some proposed changes to the Worship Space. A presentation on this will also be given to the Administration Commission on 2/21/13, after which time additional information should be made available to Council.

Christian Education (CEC): [*CEC January 2013 Report for PC for February 2013 Meeting was electronically sent in advance by Kim Cernek, a copy of which is shown hereto*].

Kim Cernek, CEC Representative, reported that the retreat for high school juniors and seniors was held on 2/1-3 at Dixon Valley Retreat Center, IL, and that the Spirit/Sophomore Confirmation Retreat will be held on 2/8-9. In addition, Council noted that the Parish Mission (1/20-22) was “excellent” and had high attendance.

Christian Service (CSC): [CSC Report: January 2013 was electronically sent in advance by Tom Cordaro, a copy of which is shown hereto].

There was no further discussion or questions posed to Tom Cordaro, representing CSC in Divia Ludwig’s absence.

AD HOC COMMITTEE FOR CHURCH LIGHTING IMPROVEMENT: According to an update received from Church Lighting Improvement Committee Chair Anne Lysaught, \$102,000 in cash and \$15,000 in pledge contributions were received from 189 individuals/families as of 1/25/13. Receipts are now in from recent Church Lighting Improvement fundraising activities, including the following: \$1,300 from the Jr. High Families’ bake sale (1/12/13); \$230 from the Colonial Café-Naperville fundraiser (1/15/13); and \$1,500 from the Chili Cook-Off (2/02/13), which also included the sale of t-shirts (each at \$5.00) and the awarding of three cash prizes to the top three chili contest entrants. In addition, students from SMMP’s Religious Education Program will be selling small flashlights as a special fundraising project for the Church Lighting Improvement.

Terry Wagner then read aloud a report prepared by Mike Prus, Parish Business Manager, summarizing a recent meeting attended by Jeff Jameson and representatives from RuckPate Architecture and Pinnacle [Electric] Services, Inc. The church’s preliminary lighting study will now be submitted for Diocesan approval, with bidding companies also needing to be on the Diocese’s approved list in order to be considered.

As based on the current fundraising figures received from the Church Lighting Improvement Committee, Administration is now “all set to go” with the new church lighting project whenever Diocesan approval is received. After a contractor is selected for this project, it is then estimated that six weeks might then be needed to receive ordered materials and three months for the lighting board. Installation plans are also being made to cause minimal impact on the church’s Worship Space, with hopes that this could be completed by the 2013 Advent Season.

OTHER: Barbara Burkhardt reported that Kim Cernek, Marian Stricker, Barb Zdon, and she had attended Samaritan Interfaith Counseling Center’s annual “Silent Samaritans” [Women Helping Women in Need] annual breakfast earlier today at Hotel Arista, Naperville. With over 200 professional women in attendance at this, Barbara noted the powerful impact made by this breakfast presentation and gathering. She also encouraged SMMP’s continued support for Samaritan Interfaith Counseling Center.

FINAL “WHIP” AROUND: Comments included:

- “Great meeting, with much enlightenment.”
- “I love the work we’ve been doing on the Missional Directives.”
- “Tom, you’ve done a great job in putting all of this together [for the Missional Directives].”
- “Glad it’s done!”
- “I really enjoyed working with this group, with no polarization.”
- “I feel very blessed to be working with this group, especially since ‘word smithing’ is not my best skill set.”

CLOSING: Marian Stricker led a closing prayer.

Marian was then also thanked for providing tonight’s refreshments. The meeting concluded at 8:50 p.m.

The next Pastoral Council Meeting will be held on Tuesday, March 5, 2013, in Room 8 (St. Margaret Mary Parish), starting at 7:00 p.m.

March Opening/Closing Prayer: Dan Dulik

March Refreshments: Dan Dulik

Respectfully submitted,

Marlyn Ligner Steury
Recording Secretary

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Christian Worship Commission Report, February 2013

We had a meeting on January 30th.

Members present: Barb Ryan, Mary Lou Krauss, Deacon Ken Milles, Gus Fischer, Nancy Rutkowski, and Don Helgeson.

Members Absent: Greg Scriba, Ingrid VanDril, John Schlaman, Tom Zakosek, and Joan Fries

Nancy Rutkowski gave an opening prayer.

Mary Oliphant gave us a presentation on some proposed changes to our Worship Space. Another presentation will be given to the Administration commission on February 21st. After this presentation additional information should be available.

Deacon Ken reported that we will have an Altar Servers training on Feb.16th starting at 3:00 PM. Servers must be in the 4th grade or above.

Mary Lou reported that the flower collection was over \$1,700.00 . She wants to thank everyone who donated to this collection. She has begun working on Lent.

Deacon Ken gave us an update on the Church Lighting Project. Contributions have been very strong.

Don Helgeson gave a closing prayer.

Our next meeting will be on February 28th . We will be discussing our proposed budget.

-- Submitted by Gus Fischer

CEC January 2013 Report for PC for February 2013 Meeting

PreK-Grade 5 Report: Sue Davey

- First Communion registration materials were mailed on January 7. The second blessing rite was at the January 12/13 Masses. The final blessings rite (with candles) is February 23/24. The first parent meeting was set for Tuesday, January 29. After that, I will assign Mass dates for the First Communions. The retreat is scheduled for March 2.
- The first and third graders are hosting the 5:00 p.m. Mass on February 2. Registration has been somewhat low, but catechists have been helpful in contacting parents. Reminders went out to catechists about Diocesan continuing education requirements. So far, about 15 catechists have completed the required six hours.
- On February 13, we will have an Ash Wednesday service at 4:00 p.m. The Wednesday classes are canceled so that children and their families can participate in the service. I have eight volunteers to help distribute ashes.
- Deacon Ken is offering altar server training on Saturday, February 16.

Youth Ministry: Dan Lawler

- Preparation for the weekend at Dixon Valley Retreat Center is on February 1-3.
- Peer Ministers planned the Spirit/Sophomore Confirmation Retreat on February 8-9.
- Teen volunteered service to the Electronics Recycling Event, the Parish Social Mission, and the Appreciation Dinner.

- Summer Service Trip (<http://www.youthwithheart.com/service-trips.html>) registration deadline is February 13.

Adult Faith Formation: Sr. Madelyn Gould

- BUSINESS BREAKFASTS: Twenty-five were in attendance for the session on “Practical Principles for Living My Vocation.” Greg Pierce was given ‘exceptional ratings’ for this presentation on January 19. On Feb. 16, four parishioners will give witness to how they live their faith in the workplace: Mike Doody, Susan Schroeder, Anne Marie Cronin, and Phil Samuels.
- EVENING ENRICHMENT: The Parish Mission served as the January Evening Enrichment. The committee received rave reviews on the Mission. Approximately 600 were in attendance on the first night; 450 the second evening; and approximately 350 the third night. The Threads program with the esteemed Glory Fingers Puppeteers will provide our February enrichment.
- RETREATS: Both the Men’s and Women’s CRHP teams are on Sabbatical during 2013 during 2013 due to low registration numbers. The Men’s team had 6 people willing to continue. The Women’s team could only muster up 8 registrations for the January retreat. We’ll invite these teams to come back in 2014 to give their respective retreats. Marcia Mackenbrock and Jennifer Nolan will facilitate Lenten Reflection evenings on the Sunday evenings during Lent: 6:30-7:45 p.m. in the COR Center.
- R.C.I.A.: Krystal Kojis will be welcomed into full Communion at the Easter Vigil. So far, we only have one gentleman registered for the 2013-14 sessions.

All Saints Catholic Academy: Dr. Sandy Renehan

- ASCA thanks St. Margaret Mary and all of our parishes for their continued support.
- We celebrated our eighth Catholic Schools Week January 28-February 1. Our students raised money to send to the Hogar del Pobre Orphanage in Mexico.
- Our Lenten theme is *With love and forgiveness, new beginnings are possible*. We will begin on Tuesday, February 12th when the students will write down who they want to forgive and whom they hope will forgive them. These will be burned with the palms in preparation for Ash Wednesday. We will have an alms box this year, and the service project will be to collect money for the students at Hogar del Pobre.
- We are now asking the students to discuss the Sunday Gospel with their families each weekend as part of their religion homework.

-- Submitted by Kim Cernek

CSC Report: January, 2013

Bereavement Ministry: .Our first meeting of the year was Wednesday, January 14th and we had 16 cases to assign for Bereavement! We have a new member to announce, Mr. Ray Mayer and we are happy

to have him on our Ministry! We ended by having a candle lighting for each of us in our Ministry to remember the loss's we have had in our own lives the past year.

Charitable Contributions: Our last meeting was held on January 8, 2013. We voted and approved fund distribution to 5 non-profits that evening. We have distributed our allocation of \$41,150 to 18 non-profits for this current fiscal year. Please provide a thank you to everyone on the parish council from the Charitable Contribution Committee. I will be submitting a mission statement along with the names of the non-profits helped by St. Margaret Mary. I tried to have the information in our bulletin during the Lenten season.

Comfort Care: There were 3 funerals from just before Christmas until the end of January. In total 350 people were expected and about 465 were served. At the December funeral luncheon, 65 people came out of 100 expected. At the funeral luncheon on January 12th, they expected 200 and 280 or so came. At the funeral luncheon on January 21st, 150 were expected and 120 came. For the three funerals luncheons, \$819 was spent. Other than the funeral luncheon on January 12th, all or almost all the food was gone. The directions given for the funeral luncheon on January 12th was to do as I always do to prepare for the luncheon. I was told they would provide pizzas for about 100 to 150 people and I was to do the same. It was not until Friday that it was known how many pizzas the family was providing. As a result there was a lot of food left over in the way of chicken and sides. This was a difficult funeral luncheon to predict how to plan as the family was more in charge than is usual and the communication was not the best during this difficult time for the family. In general the funeral luncheon went well. We have not had a funeral luncheon for a young person for nearly 13 years. The number of people who attended was comparable to the funeral luncheon in 2000. The leftover food was given to someone in the parish who is having a difficult time and could use the food.

Nursery: Here are the numbers for the nursery for 3 of the 4 Sundays in January: 9am service: average of 5 children, serving 4-6 families 10:45am service: average of 4 children, serving 2-6 families I excluded MLK weekend because it skews the average (wasn't sure how to include it). There was 1 child at 9am and 0 at 10:45am.

Pastoral Care: Deacon Fred attended all sessions of the Diocese Pastoral Care certification and is now certified for Pastoral Care. That is all there is to report. Fred

Peace & Justice Advisory Working Group: In January the parish social mission week focused on the issue of human trafficking. Bulletin inserts were published; special liturgical adaptations were written and homily resources provided to all the presiders at weekend Masses. Parishioners were invited to sign postcards directed to our U.S. Senators urging them to support the Trafficking Victims Protection Act. (359 postcards for each senator were collected.) In addition there was a speaker after the 9 and 10:45 Masses talking about the Catholic response to Human Trafficking. Special thanks to Kim Cerneck's Quest group for helping at the postcard signing tables. Plans are currently being made for our next parish social mission week in March, as well as our peace and justice way of the cross on Friday, March 22nd.

September Club: On Wednesday December 5, 2012, 37 members and guests gathered in the Parish Center for a "Holiday Cheer" luncheon in anticipation of the upcoming Christmas holiday. All present joined with Fr. Tom in a prayer of thanksgiving. Participants were treated to a vast array of homemade hors d'oeuvres and desserts. As is the monthly custom, December birthdays and anniversaries were recognized and members were asked to remember those members who are ill in their prayers. President Mary Lou Panik introduced the officers, beginning in 2013, as follows: President: Irene Gasior; Vice President: Lucille Rogers; Secretary: Charlotte Gucwa and Treasurer: Ramon Mayer. Contributions were solicited from those in attendance and \$200 was raised for the SMMP Giving Tree. John Kliess entertained with Christmas music and led a holiday sing-a-long. Due to the long holiday period there was not a September Club meeting in January.

Sharing Parish Ministry: Checks totaling \$335,000 for second semester tuition assistance have been sent to four Aurora Catholic grammar schools on behalf of six children in five families. The next delivery of tamales will be February 10.

--Submitted by Tom Cordaro
