

Good Shepherd Parish Council Minutes 5/20/15

Council Members Present: Suzanna Waters-Castillo, Claribelle Vera-Heredia, Elaine Gundlach, Dave Kastberg, Michael Brost, Jesse Sandoval, Jean Schwartz, Barbara Sella

Ex-officio Member Present: Paul Scott

Ex-officio Member Absent: Bill Morehead

Staff Present: Msgr. Tom Baxter, Fr. Manuel Mendez, Sr. Zita Simon

Also Present: New council members: Tim Krohn, Therese Stevens, Michelle Larson

Call to Order: The meeting was called to order by Chair Suzanna Waters-Castillo.

Prayer: The meeting was opened with a group prayer.

Introduction of New Council Members: Suzanna Waters-Castillo introduced the newly-elected council members, Therese Stevens, Tim Krohn and Michelle Larson. Jean Schwartz was also re-elected to the council.

Review of Agenda: Suzanna Waters-Castillo added follow-up on the West High School program introduced by Claribelle Vera-Heredia at the last meeting.

Approval of Meeting Minutes: The minutes from the 3/18/15 Parish Council meeting were approved with corrections:

New Business: 1. Sentence #3 should read: The board includes non-parishioners *and parishioners who are not parents of current school children*, all with a variety of backgrounds and experience.

1. Paragraphs #4 & 5 deleted as duplicates of items #3 & 4.

Commission Reports: The following commission reports were distributed prior to the council meeting and were not discussed at the meeting.

1. Education
 - a. Reports from St. James Home & School 2/11/15; 3/10/15; 4/8/15
 - b. Parish Faith Formation April and May 2015
 - c. St. James School April and May 2015
 - d. Maintenance/Parish Services Committee 4/21/15
2. Finance Council 3/17/15; 4/21/15
4. Fellowship Commission 4/12/15; 5/17/15
5. School Governance Commission 3/12/15
6. School Board of Directors 3/4/15; 3/18/15; 4/18/15
7. Liturgy February thru May 2015

Old Business:

1. The revised parish constitution and bylaws, which had been approved by the council in March were reviewed and approved with a few minor changes. They will be corrected by Elaine Gundlach and signed for adoption.

2. The concept of a parish strategic work plan was presented by Suzanna Waters-Castillo. After discussion about the changes occurring in the parish, it was decided to table it until the council meeting in September 2015.

3. Msgr. Tom updated the group on the activities of the St. James School Governance Committee:

a. The group has been meeting less frequently as the Board of Directors (BOD) has been created and is up and running.

b. The BOD created in March 2015 has been meeting frequently. It will meet less often during the summer months.

c. Jennifer Shulla, the Director of Development (DOD), has resigned, leaving in June 2015. A replacement is being recruited. The new position is expected to be two part-time workers, with one focusing on fundraising and the other on school enrollment.

d. A letter developed by Elaine Gundlach to be sent to the parish finance council about publishing "wish lists" for inexpensive items for the church will be completed for signing by Msgr. Tom.

e. Suzanna Waters-Castillo will distribute new council member packets to the new council members at the September meeting.

f. Msgr. Tom described the Seminarian Fund that Good Shepherd Parish will be participating in this summer.

1. There has been a large increase in the number of seminarians in the Madison Dioces. In 2003, there were 6 seminarians; there are now 33.

2. The diocese pays 100% of the 4-year theology degree for each seminarian, costing about \$1.4m/year.

3. The St. Joseph Fund, an endowment trust created by Bishop O'Donnell specifically for the education of diocesan seminarians, has been depleted. The endowment trust is governed by the diocesan foundation and cannot be accessed for any purpose other than the education of seminarians.

4. Diocesan staff met with all of the priests in the diocese for input on how to handle this great need. The group recommended a capital campaign.

5. The first wave of the capital campaign was introduced in 5 parishes in 2014. The second wave covered about one-third of the parishes in the diocese. Good Shepherd Parish is part of the third wave of this effort, with a goal of \$480,000.00, payable over 5 years.

6. The first step of the effort at Good Shepherd involves the pastor and/or other volunteer parishioners visiting about 20% of the parish households (about 70) to personally explain the program and present to the parishioner the amount of money thought to be appropriate to pledge in donations. The amount of the pledge is based on the household's history of support for the parish. Letters of introduction to the households of parishioners selected for the personal visits have been sent by mail.

7. Msgr. Tom requested that council members willing to volunteer to serve as interviewers for visits to parish homes call the parish office. Volunteers will be taught on how to conduct the interview in a class. The interview is structured so that the content is consistent. After the in-home visit, the interviewer will follow up to ascertain the amount of money the parishioner can pledge.

8. Once the 70 households have been visited, the remainder of the congregation will be requested to make pledges for this effort at the regular weekend Masses.

8. Parishes in the first and second waves of this capital campaign have exceeded their goals. Excesses, once collected, will be returned to the parishes in pre-established amounts.

Adjournment: The meeting was adjourned at 8:45 p.m.

The next council meeting is scheduled for 7:00 pm on Wednesday, September 16, 2015 in the Library at St. Joseph Church.