

St. John the Baptist Church
Parish Pastoral Council
Meeting Minutes
Tuesday, 7 December 2010, 6:00 p.m.

Meeting Attendance:

- Members present: Curt Cooper, Jenny Schmitz, Mikki Gottwalt, Sharon Hansen, Paul Onken, Jeff Davis, Alan Foley, Gene Marsh, Noelle Olson, Bob Denton, Father Johnson, Father Skluzacek, Dave Drajna, Daniel Jobin, Chuck Mertensotto, Pat McCormack
- Members absent: Beth Robertson

Introduction

- Prayer & Secretary: Jeff Davis
- Treats: Paul Onken

Old Business

- November meeting minutes unanimously approved without changes.
- Curt Cooper distributed form for presenting proposals to PPC for consideration
- Curt Cooper provided brief update on Shepherd's Little Flocks – information to be distributed in advance of next meeting, will be looking to expand program with new leaders in January.
- No update on Legacy giving program – trying to schedule team meeting in December
- Chuck Mertensotto made the following motion: "SJB Parish Council will support the New Parishioner Welcome activities and specifically will host the new parishioner at the St. John the Baptist Feast Day event." Dan Jobin and Mikki Gottwalt made recommendations that new members should try to be aligned with specific PPC members at the event who have similar family situations (e.g., school-aged children, etc.) Motion was unanimously approved.
- Dan Jobin reported that PPC by-laws are in the process of being updated and that a draft of new by-laws to be distributed in advance of next meeting, moving for PPC approval at February meeting
- Sharon Hansen expressed a concern that Fr. Johnson's report on ISAIAH had been posted on the parish website when it was her understanding that this was not to have done. Curt Cooper accepted responsibility for the error and stated he would ensure that the document was removed from the website.

New Business

- Alan Foley distributed and discussed his Administrator's report (see attachment)
- A request was made by Fr. Skluzacek for someone to chair a process to evaluate our current Mass schedule giving the new strategy plan published by the Archdiocese. Gene Marsh, Jenny Schmitz and Noelle Olson agreed to work on a plan.
- Fr. Johnson distributed a letter addressing questions raised by some members of the PPC regarding the establishment of a Catholic Social Teaching Core Team (CSTCT). Sharon Hansen expressed concern that the new committee was taking on responsibilities she understood were supposed to be part of the Social Mission Advisory Committee (SMAC) were concerned their work was not valued by the parish. Fr. Skluzacek plans to schedule a meeting with SMAC members to discuss their concerns and explain the purpose of the new CSTCT.
- SPAC – Pat McCormack reported that SPAC has completed exist interviews with a number of families that have left the parish school. There appears to be a theme of students with special needs that felt their children's needs could be better met in the public school system. SPAC has begun the discussion of potential tuition increases and salary increases for teachers – details to be finalized in March 2011. Sue Clausen has taken over supervisory responsibility for the pre-school program.
- TITHING – Mikki Gottwalt reported there had been no committee meeting.
- STEWARDSHIP – Chuck Mertensotto reported the committee was working on implementing a guided tour of SJB facilities. Mikki suggested this might be a good activity for parish youth to take a leadership role. Chuck reported there were some vacancies in ministry positions, including volunteer coordinators. He also discussed a need for new volunteers for the SJB Families Moving Forward ministry. Jenny Schmitz offered to help.
- SOCIAL MISSION ADVISORY – Sharon Hansen reported there had been no meetings.
- FINANCE – Bob Denton reported that the Finance committee had met. Questions had been raised about envelopes for Sunday giving. People participating in the electronic giving are not making use of envelopes and that there may be a cost savings for eliminating envelopes for electronic givers. Concerns were raised that eliminating the envelopes would make it difficult for electronic givers to participate in special offerings collected throughout the year. A question was also raised about the availability of envelopes for school children and whether this was being discussed with the kids. Fr. Skluzacek will follow-up with Sue Clausen. A suggestion was made that current giving levels should be included in the annual giving letters that are sent to parishioners each year.

Closing

- BLUE SKY – Bob Denton suggested changing the PPC meeting schedule to include an additional meeting in the summer. A motion was made to change the annual PPC picnic meeting to August and begin the business meetings in September. The motion was unanimously approved.

- PASTOR COMMENTS – Fr. Skluzacek congratulated Noelle Olson and Linda Harmon on their involvement in the program to move the tabernacle and their involving school children in the effort. A DVD of the dedication ceremony will be available for purchase on the parish website in the near future. Fr. Skluzacek encouraged people to participate in the upcoming celebration for the 100th year anniversary of the Catholic Spirit to be held on January 6th at the Nicollet Island Pavilion.
- A motion to close the meeting was made and the meeting was adjourned at approximately 7:15p.m.

Next Meeting

- January 4, 2011, 6:00p.m.
- Prayer & Meeting Secretary: Beth Robertson
- Treats: Miki Gottwalt

Business Administrator's Report

For Parish Pastoral Council meeting 12-7-10

- Finance Committee met on 11-28-10
 - Financial Review – Combining income and expenses, we are essentially on budget through the end of October. Analysis of the detail indicates that some adjustments to the system's monthly allocations of income and expenses are needed.
 - Sunday Giving is slightly ahead of budget. Loose plate is significantly ahead of budget and ahead of last year. Tuition is also ahead of budget, but we expect to end the year below budget in tuition because of fewer than budgeted children in the school.
 - For the parish overall, salaries and benefits are worse than budgeted. Additional analysis is needed.
 - We discussed responses to the financial audit and concluded those discussions and plans.
 - We discussed the progress of the School Budget subcommittee.
 - Father Skluzacek has asked the Committee to review its constitution and bylaws.

- Fall Sunday Giving Campaign
 - Through Sunday, November 28th, 168 families had responded. Their pledges would increase weekly giving by \$1,427 per week. (If all fulfilled their pledges.) The fourth and last letter will be mailed next week.

To the Parish Pastoral Council:

It was brought to my attention that after I had left the October meeting of the PPC a question was raised regarding the new group I have begun called The Catholic Social Teaching Core Team and how members were selected to become members of this core team.

The Catholic Social Teaching Core Team was formed in response to Fr. Skluzacek's desire that a committee be established in this parish that was dedicated to learning the Catholic Church's Social Teaching and then finding creative ways to help other parishioners appreciate these teachings. The vision of this group was meant to fill the void between the Social Mission Advisory Board's oversight of the works of charity done within and by this parish and the inter-parochial efforts of working towards social justice on a civic level. Because this new group was going to fill a gap within our current programs within this parish and because we always desire to encourage a broad group of parishioners into assuming leadership positions within this parish, I invited people to join the Catholic Social Teaching Core Team who actively participate in Sunday worship within our community, who seemed to express a desire regarding the Catholic Church's social teachings and civic engagement, and who were not leading other committees within the parish. Had I known that the Social Mission Advisory Board was going to cease meeting (I am not certain what their status is at this moment), I would have considered asking more of its members onto the Catholic Social Teaching Committee. It is something that will be considered in the future when we move to expand the membership of the Catholic Social Teaching Core Team.

Sincerely,

Fr. Johnson