

# St. Cletus Parish Council Meeting Minutes June 24, 2013

**In Attendance:** Lynn Owen, Laurie Steinkamp, Al Rothermich, Chris Unterreiner, Fr. Jim Benz, Deacon Mark McCarthy, Mike Mohrmann, Donna Pundmann, Tony Scoggin, Ann Ficken, Mary Bryne, Dan Pelikan, Deb Young **Excused:** Celeste Leuck

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**Meeting was called to order at 7:00pm and began with Evening Prayer. Minutes of the April 22 meeting were approved as submitted.**

## **Finance Committee Budget update**

Tim Stewart, Finance Committee Chair, and Bill Matula, Business Manager, presented the year-to-date financial results for the Parish. Highlights from the discussion include:

- From 2008 through the summer of 2012, our offertory gifts have remained constant. To adequately fund all of St. Cletus Programs, the Stewardship Committee recommended a direct appeal program. In September our parishioners received a parish wide mailing requesting their support of our parish programs. Many agreed with our request. Offertory gifts increased in FY13.
- In 2007, the PTO was successful with their fundraising and set aside \$50,000 for future use. In 2011, the PTO set up an enhancement committee which developed a "wish list" in 2012. The summer of 2012, six projects, such as the science lab, were funded and completed. The school presently has a wish list of \$17,000 pending funding from the PTO.
- The school's enrollment was discussed. As is the case at many neighboring parishes, enrollment has declined. We are graduating (8<sup>th</sup> grade) 39 students and enrolling in kindergarten 20 students. So we have one class at each grade level through fifth grade and ultimately that will be the case throughout the school unless enrollment grows in the future.
- After the Endowment Appeal was completed in 2010, some parishioners believed that there was no longer a need to donate on a regular basis, which is not the case. We cannot spend down the Endowment. We benefit from the earnings of the endowment. These earnings are restricted for funding programs, and do not pay the utility bills. On a more positive note, there are still parishioners donating to the Endowment Fund, and the principal received an additional \$20,211.25 from parishioners in FY13.
- The Endowment Fund had earned \$240k to date in the current year, versus \$40k last year. Those results are dependent on the overall market performance. The investments are managed by the Archdiocese, but we can elect how much equity versus fixed income investments we want in our portfolio. Currently, we have elected to have 75% in equity, 25% fixed. With a successful investment year, the Parish withdrew 4.5% (\$53,569.24) in December 2012 for distribution in July 2013. Last year our earnings allowed us to withdraw \$2,186.06.
- Based upon the fairly lengthy discussion on the Endowment Fund and process, the council determined that they would like to have a report from and discussion with the Endowment Committee to more fully understand it.
- There was discussion about the physical plant, both the church and the school. Bill has asked the Men's Club to assist with a facility review of both buildings. The review is a process for improving facilities conditions. For example, when the school building was built in 1985, two outlets were installed in each classroom. Today's classroom has much more technology that requires additional electrical outlets. Are we up to date? The council supports the idea of a facilities audit being completed, with a resulting list of priorities such that planning for funding can begin.
- There was also discussion about emergency repairs and how those could be funded if necessary. Bill indicated that we could fund approximately \$200k of such items from the cash reserves on hand. Funding over \$200,000 could be sought from parishioners or from the Archdiocese through a line of credit, after the presentation of our needs is done and approved.

## **Formation – Go and Announce the Gospel of the Lord:**

The council continued the discussion of the letter on evangelization. The following question was considered – How does the Parish support evangelization efforts? It was determined that this is a topic the council should consider to review and discuss. We will be beginning a new series, USCCB's "Call to Prayer" by using a three book series from Catholic Answers, at our next meeting.

## **Parish Council Retreat**

The retreat will be held on Saturday, October 12 at St. Ferdinand's shrine in Florissant. At this time, all members are available except for Deacon Mark McCarthy. Jim LaVictore has agreed to be the facilitator and will attend the June 29

meeting to discuss the format of the retreat, based upon the initial planning we did with him in April. Dan Pelikan is coordinating the logistics with the shrine.

### **Parish Survey:**

There has been some additional feedback from the Parish Survey. One parishioner remains concerned about the sound system. It was suggested that Father Jim may want to try to talk a bit more slowly, as sometimes his speed makes it more difficult to hear. There was also discussion about the hand-held microphone used by Msgr. Hickel the prior week-end. It is believed that the settings had been changed, which made it very difficult to hear him at his first week-end Masses at the Parish. Consideration is being given to securing the cabinet that has the sound system controls so that changes cannot be made without access to do so.

### **Parish Council Updates**

At the agenda meeting for the June meeting, there was discussion about ensuring the Parish Council remains updated on the activities of other committees in the Parish. The council agreed that it would be helpful, and created a list of those committees from whom they would like to receive periodic updates, primarily through any routine meeting minutes that are kept, or through periodic presentations to the council. Father Jim Benz receives minutes from many of the groups and will send them to the council secretary as they become available, and they will be attached to the upcoming meeting agendas. The objective of these communications is to allow the council to stay informed of overall Parish activities, not to interfere in the work of those committees.

Those committees from whom minutes will be requested include:

- School Board
- Stewardship Committee
- Finance Committee
- Liturgy Committee
- Endowment Committee
- PTO
- Mens' Club

Those committees which will be invited to an upcoming meeting for discussion include:

- Endowment Committee
- Stitches for Life
- Adult Formation
- Legion of Mary
- Stephen Ministry
- PSR

### **Father's Notes:**

- Father received a letter from the Archbishop's office asking for requests of his time through 2016. This timeframe brought up the idea of a celebration for the 50th anniversary of the Parish, which will be in 2015. It is time now to start thinking about what kind of celebration to hold and what planning and preparation is needed. Some things may take a great deal of time (such as a history book) and should begin relatively soon, likely in the fall of this year.
- The movie "Courageous" will be shown in the Parish Hall on July 14. There will be an ice cream social following the movie. All parishioners are invited.
- A Parish Mission is scheduled for November 4, 5, and 6.

*Agenda Meeting for July is on July 2 at 7:45 a.m.*

*Next Meeting is scheduled for Monday, July 29 at 7:00 p.m.*