St. Peter Parish Council

Meeting Minutes

Tuesday, January 11, 2022

6:30 p.m.

PMC Room 10

**St. Peter Parish Mission Statement**

*St. Peter Parish is a welcoming community of different backgrounds*

*living the joy of Catholic Faith in the Diocese of Colorado Springs.*

In attendance = J.J. Kaelin, Fr. Tim, Fr. Gregory, Ed Paulovich, Terry Nickel, Derek Martin (Finance Council rep.) and Bruce Bishop. Absent: John Gormley and Paul Zmuda

**Opening Prayer** Father Gregory

**Welcome** J.J. Kaelin

**Adopt December 2021 meeting Minutes** J.J. Kaelin

Ed Paulovich moved to accept / Terry Nickel seconded. **Minutes were adopted.**

**Fellowship Sunday Follow-up**--Went well.

* As requested from Sonja Beaudoin-passed along suggestions and ideas for future Fellowship Weekends.
* Only put out pastries after the St Michael prayer has been prayed by the congregation.
* Need larger group of “volunteer workers” so that someone can do the busy work of filling trays, etc. while others are conversing with parishioners.
* Quality of pastries is a factor.

**Parish Council Suggestion boxes- Results**

**Sound system**

* Difficult in some areas of the church for parishioners to hear.

Possible solution: A parishioner has volunteered to pay for upgraded speakers.

* No backup for our team when they are on vacation or unable to attend

Masses.

 Solution: Train qualified personnel or volunteers for backup when Hannah Held

and Bill Uhl are unavailable.

**Add a collection box-**St. Anthony for the poor

**Church is chilly**

* + - Issue-The roof on the church may be contributing to the cold. Received an estimate to repair the roof. $46K.

-Big conference room is also cold.

-Strat Plan-Financial Health-Follow up on the Finance Council’s ongoing timeline and plan for facilities’ maintenance and upkeep. \* Catholic Mutual (Insurance) will not pay for roof because “roof wasn’t properly maintained.” ~ $40-60K to repair roof. Roof damage occurred due to poor maintenance.

* + - Parish Council agreed to ask the Finance Council through Father Gregory to prioritize this matter.
		- Focus-Fr. Gregory will give information to Derek Martin (FC representative at this meeting), so that he can look into it a little more.
		- Concrete on church’s north side entrance—the underground heater is not fixable. GE Johnson did this work for us. Something was burned under the concrete. Only way to fix is to dig into concrete. Unsure where to dig to make the repair the problem.

**Bring back the nursery**

* Father shared that it is difficult to maintain consistent volunteers and workers to run a nursery during Masses.

**Post the Amazing Parish prayer back on monitors**.

* Father Gregoryshared thatsome parishioners are opposed to screens. Difficult to please everyone. Trying to find a balance.

**Post the page numbers** on the monitors where to find the readings in the hymnals

**Too much incense** for some who are allergic

* Focus-Father Gregory will see how this can be monitored and regulated.

**Recommendation-** J.J. recommended the liturgy committee (Fathers Gregory and Tim, Terry Nickel and staff member Melissa Smith) address the suggestions related to these liturgical matters.

J.J. will submit a follow-up statement through Lisa Hawthorne and Debby Dover in the Flocknotes weekly eBlast and bulletin.

Parishioners’ suggestions continued:

**Spiritual direction** -Gift of discerning spirits

Background information- First, home is blessed, if this doesn’t work,

it’s handled by a specific Diocesan trained staff person. If a Catholic has a “gift,” we as a parish are not the first step. The Diocesan staffer receives the information, refers with the exorcist, if necessary, and then recommends the next steps.

Focus-Father Tim is addressing these issues.

**Mission statement**-Add “Eucharistic”

There’s a sentence on the Mission statement that says “all are welcome”.

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“living the joy of the Catholic Faith” is inclusive of the Eucharistic, but it

 makes sense to discuss further adding “Eucharistic” to the Mission statement.

**Financial Health** Derek Martin, Finance Council rep.

* + The Finance Council has combined the current endowments and a school scholarship policy as established by a committee.
	+ St. Peter is financially healthy. Father focuses on financial transparency, clarity and on paying down liabilities, which has helped. Wayne from the Diocese is teaching three courses to our finance department staff.
	+ Upon This Rock (UTR) mortgage-$718K in principal last year. $715K remains, lower mortgage, no fees.
	+ Focus- Looking at gaps between pledges that may total a couple hundred thousand dollars.
	+ Focus-If we satisfy our mortgage payment to First National Bank prior donors’ pledge commitments, how do we communicate that their funds may be used for future projects?
	+ Focus-$1.4M total donations from parish in FY21. 49% was online = 372 parishioners. Vast majority of parishioners do not tithe. Finance Council continues to address this issue.
	+ Focus-We are changing our finances to model the Diocesan financial systems.
	+ Focus-Ask to go for online recurring monthly payments. Set it and forget it. Additionally, matching grants spur action. Continuing our account consolidation. Taking idle cash to work = getting it invested vice earning zero at the bank.
	+ Focus-Necessary to improve the communication in how the parish supports the school, and how the school can improve its finances. Our school did better this year, financially, so the parish didn’t have to contribute as much money. It’s necessary that the school not get accustomed to the parish continually underwriting the school’s financial requirements.

**Father Gregory’s Update**  Father Gregory

* + **Pastoral Assistant** progress- Developing the responsibilities of this position and how he will interface with church and school staff and our clergy.
	+ **Fellowship Sundays** are going well. Need more ministries to be involved, though.

\*\*\* Received well by parishioners. Need larger group of ministry “workers” for each Mass so that someone can do the busy work of filling trays, etc. Quality of pastries is a factor.

* + Fr. Gregory has a **staff meeting** plus have a notetaker once a month. Fr Gregory’s goal is to impress on the whole team that this year’s priority is sharing the details of our works. No information that is not important. Need to share more rather than not enough.
	+ **Choir**-Not as many vocalists as there once was pre-Covid. We need to recruit as many as possible, but there has been no advertising to invite interested singers to join the choir. Emphasis on communication: sharing and recruiting.
	+ **Signage**-Fr. Gregory is getting estimates to put signage on our facilities to identify the “PMC”, school and the rectory. Also, the rectory is not marked. Now getting a sign. Total ~$4K to make all the signs. Used money from program fund.
	+ **Diocesan Pro-Life Home**-We will support the Diocesan pro-life house for single mothers with children by donating $1K-coming from our charity fund. Our parish should support Diocesan charities.
	+ **Financial department**-Have scheduled three days, talk to finance council, Diocesan finance officer coming to St Peter. Will take place in January 2022. He’s coming first to explain things, then a week later coming to do the merge for us. Our financial department staff members will just be looking at it. On the third visit, he’ll teach our staff how to use the system. If we combine this financial data and do it right and quickly, it will add to our efficiency efforts.
	+ **Donation** of $250K from a generous parishioner who passed away. Fr Gregory spoke to the person, who wanted all for scholarship. Fr G wants to pay debt = $150K toward debt, $100K to scholarship. We owe $714K.
	+ **Mass ministers**-Intending to provide more training for liturgical ministers.
	+ **Damaged Outdoor Nativity**- -A Parishioner has donated new Nativity Scene figures to the church, which the Knights will use to replace those that were damaged by the wind storm.
	+ **Relationship between the parish and school** staffs is bringing stress to parishioners. Focus-Fr Gregory is addressing issue with staff.
	+ **Communication-There was** confusion in scheduling and posting the New Years Eve Solemnity of Mother Mary Vigil. Bulletin = 7 p.m., then 5 p.m., then 5:30 p.m.

Focus-Issue addressed by Father Gregory

* + **The school’s HSA** has been dismissed. Remaining funds, close to $1,500, will probably be included in the scholarship fund. Focus-Father will address
	+ **Office and Staff management**. Father Gregory is hiring a Pastoral Assistant to begin in March to oversee Staff /Staff development/HR/. Help employees to perform their jobs better.

Focus-Job description for this new position

**Strategic Plan** Ed Paulovich

* Each plan needs to include how we’re communicating, since communication is recognized as a parish goal.
* Focus-We’re looking at a 5-year plan. Debt paid. We’re looking in the future.
* Focus-Timeline. Fr. Gregory would like our plans completed before June 2022. When we establish long-term goals, we have to keep in mind that clergy leadership may change. Fiscal year is not just about the money – it’s also about personnel rotations.

 Concentration Goals

 **Liturgy** – Terry Nickel, **Communications** – Paul Zmuda, **Parish Engagement** – J.J. Kaelin

**Education** – Fr. Tim, John Gormley and Ed Paulovich, **Financial Health** – Ashley Fritz, Finance Council President

**Around the Table** All

SPIN – Focus-J.J will follow up with the SPIN lead and with Lisa Hawthorne to develop an effective plan to manage data, capture new registrants and advertise.

**Closing Prayer**  Father Gregory

The next Parish Council meeting is scheduled for Tuesday, February 8, 6:30 p.m. PMC room 10.