

St. Timothy Parish Council Meeting Minutes

Aug 2, 2017 – 7:00 p.m. / Parish Center Room 3

PRESENT: Father Rick Bolte, Father Ross Kelsch, Jenny Yuskewich, Jayson Putnam, Sue Keller, Kristen Breig, Mary Jo Rehtin, Pat Tenbrink, Chris Kemper, Deb Thomas

NOT PRESENT: Danielle Brock, Paul Westhoff

1. **Open:** Committee chair Jayson Putnam called the meeting to order
2. **Opening Prayer:** Prayer for Guidance
3. **Approval of minutes:** Mary Jo suggested more detailed minutes, specifically regarding the Pastor's report. Pat made a motion to approve the minutes of the June meeting. The motion was seconded by Kristen and the minutes were approved as written.
4. **Committee Reports**
 - Adult Faith – Did not meet in June or July. Still working on booking Scott Hahn for fall 2018.
 - Community – No representative present, Danielle provided report (report attached)
 - Diocesan Deanery – no report from new representative Paul Westhoff. Will be attending Deanery training on Aug 5.
 - Education – Kristen gave the report (report attached)
 - Finance – No representative present
 - Outreach – Mary Jo gave the report (report attached)
 - Worship – New representative Sue Keller gave the report (report attached)
5. **Pastor's Report**
 - Jack Lundy submitted his resignation from strategic planning and pastoral council.
 - School update - Fr. Ross led 1st professional development day for staff
 - Tabernacle
 - Decision being made tomorrow regarding gold leaf behind angels
 - Bishop will bless the tabernacle after Mass and will also bless crucifixes for school rooms. American flag for the school will be formally received at the same time. Regnum Christi will be providing food for the reception.
 - Vessels – 1 chalice was sent back. Still looking for a tray and medium sized glass pitcher.
 - Vestments – white and green vestments should be here before the dedication of the school and tabernacle.
 - Babysitting during Mass – 6 babysitters secured. Looking for 4 more. Will start in Sept.
 - Wall of Honor – concrete footer poured today. Bricks and lettering will match and will be lighted.
 - Landscaping – steep hills difficult to mow. Bioswales required by Sanitation District to slow movement of water runoff. Ben Terlau will assist in dirt movement for ball fields and prayer area.
 - Alpha – currently being piloted in the parish. Will be rolled out to parish and community in the fall.
6. **School update from principal Deb Thomas:** Enrollment currently at 111 students. Each grade will be paired with a service agency to promote service learning. Eighth graders will be taking

quarterly trips to serve at their assigned service agency. The “Dads and Drills” group will be hanging billboards. 15 Boone County buses will be bringing students in the a.m.; 4 buses will be taking students home.

7. **Old Business**

- Strategic planning – We reviewed the newest draft of the strategic plan. A few holes still need filled in on the action plans, but Father Rick said the current progress is along the right track. Because the school will be doing it's own detailed strategic planning, we discussed including a separate plan for the parish school. The existing Education Committee strategic plan should be renamed to something like Youth Development and Activities Strategic Plan to limit confusion. There was a tentative vote pending completion of the strategic plan, authorizing committees to start working on their action items (Pat made a motion to approve, Sue seconded the motion, and the vote passed unanimously.

8. **New Business:**

- Octoberfest footprint will have some changes this year.
- We discussed how we can help each other reach our goals.
- Next council meeting – Wednesday, September 6, 2017

9. **Closing Prayer:** Father Rick

Respectfully submitted, Jenny Yuskewich

COMMUNITY COMMITTEE REPORT – provided by Danielle Brock

Meeting Agenda & Minutes

Present at meeting: Kara deNijs, Greg Egbers, Martha Schorch, Mak Kroger & Danielle Brock (via conference call)

1. Prayer

2. Call Danielle

3. Bring Kara up to speed

- Kara explained that her understanding of the Community Committee is to create a community environment with not only parishioners but members of the community. Do this by adding some new events at the church and looking at efficiencies and new ideas for existing events.
- we can utilize existing groups (mens group, MOPS, KofC) to implement some new ideas and Comm Comm acts as a support role/function.
- reviewed everyone's role
- discussed open positions (co-chair as Sue Hinkle stepped down, she is leading AHG and has enough on her plate), a 3 year term, an alternate and a 1 year term as Mak Kroger will be moving and joining St. Henry parish and will not be attending anymore meetings but kindly offered to continue to help in anyway with current goals.
- Kara will speak with Mark Sippel about being our 3 year term as he attends the meeting as a KofC representative
- Greg believes someone from the discernment process did not make it onto another committee and there was discussion he/she might be a good fit on the Comm Comm.
- Greg will revisit his notes and try to remember who this person is so we can reach out to them. Discussion around working through and determining how we co-exist as a school and parish and what that means for Comm Comm. The understanding is that we are a church committee but need to be aware of and inclusive of the school events/families. For example, Casino Night was a church event, however, it was handed over to the school.
- Suggestion to have a calendar of events (for church and school) printed and put in the kids folders
- discussion to look into a common calendar (possibly an app on our phone or find a way of using an existing portal to link a calendar such as facebook, etc).
- will revisit date for meetings when we have a larger group or via email. Will avoid booking our meeting the same week as the Pastoral Council Meeting week

4. Update on our goals

- Goal #1 - Fish Fry Cost Analysis
 - work began on this spreadsheet, however, they were working the numbers backwards from previous years. We are going to pull together a spreadsheet closer to the Fish Fry (post Oktoberfest) that outlines what we are paying for items, the price charged the past few years, profit margin and if we should increase price, what the new price will be and new profit margin.
 - we need to be aware of what other churches are charging in our area
 - we need to determine if we are having the Fish Fry's to make money or break even

- Kara explained that as she is getting into her new role, she had already determined she need cost analysis on most areas of her job (Brodnick Hall rental/supply costs, Dinner Dance, Oktoberfest, etc) prior to seeing this as one of the Com Comm goals.
- Goal #2
 - Danielle is working on the database, this is a long term process
 - there was discussion around 2 databases, one for church parishioners who volunteers and one for vendors/companies/people we request items from for big events
 - Kara will look into the church software capabilities and what data exists in there already
- Goal #3
 - Kara will look into Constant Contact, its an email marketing tool that captures analytics on information you send out (who opens it, who reads it, etc)
 - Kara has been using the Facebook page to send out information
 - our posts need to be more intentional and specific, need to look at how many administrators are on the facebook page and possibly adjust
 - Jordan has extensive knowledge in social media, need to tap him for some suggestions before he leaves
 - our facebook page has very little information available, need to look at it and improve
 - is there a mom blogger in the parish who could help in the social media department
 - “like us on facebook” has been in the bulletin for a few weeks with our St. Timothy Parish facebook info
- Goal #4 - be more innovative
 - Kara sees and has lots of ideas for this, we need to review and determine what we want to do and when, possible look at open months (no big events) and start by adding to those months. Some suggestions are Food Truck Festival, bring back Chicken Dinners, host a dinner for Mary Rose Mission volunteers, Beer Tasting, Wine Tasting, Dinner Under the Stars @ Aquarium, Reds Game, FC Cincinnati Game
 - August - back to school and Oktoberfest prep
 - September – Oktoberfest
 - October - Pig Roast & Trunk or Treat (suggestion to add a few food trucks)
 - November - OPEN - discussion to possibly have a wine and paint night
 - December - Breakfast with Santa
 - January – OPEN
 - February - Dinner Dance
 - March - Fish Frys
 - April – Bunnyfest/Easter
 - May – OPEN
 - June – VBS
 - July - OPEN
 - we will look at the next 6 months and try to add a few new events.

5. Next Meeting - Kara will look at calendar and send a few possible dates with meeting minutes

EDUCATION COMMITTEE REPORT – provided by Kristen Breig

Minutes for July 26, 2017

PSR

(Report from Denise Lorson)

- Online sign ups are now available.
- Over 310 students enrolled for PSR. Majority of catechists have committed, only a couple spots are left open.
- We will be continuing with the 5th Sunday of the Month doing the rosary before each mass in conjunction with the Knights of the Columbus.
- Over 80 students in the confirmation program.
- It's going to be an exciting year to utilize the electronics in the new school.

Boy Scouts

(Report from Deb Schauburger)

- July 13 through August 31: Troop Meetings will be held at Camp Michaels.
- September 5th: Troop Meetings will move back from Camp Michaels to Brodnick Hall, however this meeting marks the change from meeting on Thursday evening to Tuesday evening, from 7-8:30 pm.
- August 3-5: Troop participates in Longest Yard Sale. This is their biggest fundraiser for the year. They set up at the corner of Hwy 42 & Old Hwy. 42. They are currently soliciting items to sell.
- August 18-20: Thornhill Campout
- September 8-10: Backpacking Campout: Location TBD
- September 15-17: Oktoberfest Support: The Troop provides support in the areas of parking and sanitation.

American Heritage Girls

(No Report from Trey Nix)

Challenge Girls

(No Report from Kit Ubelhor)

Youth Group

(Report from Kelly Wathen)

- July 23rd- Had a meeting from 6 to 9pm.
- Youth Group helped with mission week, vacation bible school, and choir camp. They also helped organize school supplies.

St. Timothy School

(Report from Lucy McCormack)

School:

- Mission Week was a great success! Lots of parishioners and families volunteered to help clean and move furniture into the new school!
- Ready, Set, Go Night is August 10th. This is a night where students can visit their classrooms, meet their teachers, drop off supplies, and get excited about the year ahead!
- Bishop Foys will be at the school dedication ceremony on August 13th following 11:30 mass.
- The 2017-2018 school year will commence on August 16th.
- Visit Night and Parent Orientation will be held on August 22nd. This will be a time for the school administration to share their vision for the school year, as well as allow parents to meet with the teachers to learn expectations, routines and technology.
- The Planning and Development Committee has been working on an amazing plan to raise the funding necessary to build the gym. If you know any businesses, companies or private donors who may be interested in hearing our vision, please contact the school office.

Family Ministry:

- St. Tim's students and parents represented the school and parish in the Union Celebrates America Parade, held on June 30th.
- There will be a family picnic for all school families at South Fork Park on August 6th.

Boosters:

- The Boosters will help coordinate a silent auction during Oktoberfest to raise funds for the school.
- For the fall/winter of 2017, St. Tim's is offering boys & girls' soccer (through BCYSA), boys & girls' basketball, and girls' volleyball. These programs are also open to St. Tim's PSR and homeschooled students, so if you know someone who may be interested, please have them contact the school office for more information.

Cub Scouts Pack 702

(Report from Kristen Breig)

- There are a few summer events planned:
 - Thursday, July 27th- Ice Cream Social & Hosedown in the St. Tim's parking lot
 - Thursday, August 10th- Raingutter Regatta
 - Fall recruitment night is August 24th at 6:30 p.m. in Brodnick Hall

-This committee worked on creating its goals to align with the action plan within the parish's strategic plan.

Education Commission for 2017-2018 School Year Representation

- PSR- Denise Lorson
- School/Family/Boosters- Lucy McCormack
- Cub Scouts- Kristen Breig

- Troop 702- seeking replacement
- Challenge Girls- seeking replacement
- American Heritage Girls- ?
- Youth Group- Kelly Wathen

Respectfully Submitted by Kristen Breig

Next Education Commission Meeting: Wednesday, August 30th at 7:15 p.m.

OUTREACH COMMITTEE REPORT – provided by Mary Jo Rehtin

June 13, 2017 Outreach Meeting Minutes

In attendance: Mary Jo Rehtin, Rebecca Hill, Kelli Siracuse, Katy Sullivan, Carolyn Rennekemp, Marta Kroger, Debbie Murray, Kris Lawler, Jerry Auton.

Katy called the meeting to order, opening with Mission Prayer.

Welcome of New Members

1. Reports:

- A. Mary Rose Mission:** Hours changed to 4-6pm for volunteers. 3:45 for first time volunteers.
- B. Garden:** Harvesting has already begun, with good results. Mondays 5pm Thursday's after 8am Mass. Volunteer Opportunities
- C. SVDP:** Continues in a good direction.
- D. Family Promise:** Next Grant Recipient(July). Plan to build raised bed garden. Still need overnight volunteer Sunday 6/25. Plan to host families at Oktoberfest.
- E. Jones Middle School:** some of the same members will return in Fall Term
- F. Notre Dame Urban Education Center:** Recent Grant Recipient. VBS Service Learning Project includes school supply donation.

2. Unfinished Business

- A. Family Promise Grant:** as noted above
- B. 2017 Mission:** June 26 at Parish School. Signups online. Activities include help/serve food, sort and label books, childcare shifts available. Lunch will be served.
- C. Yard Sale-Ed Colina:** August 5. Booths are open to rent. Many volunteers needed. Speaker planned for July.

3. New Business

- A. Review of By Laws Next Meeting**
- B. Approve Officers Next Meeting**

Meeting closed with a prayer.

Next Meeting 7/20/2017

Outreach (cont'd)

St. Vincent de Paul Society

St. Timothy Conference, Union, Ky

Date: 17 July 2017

Time: 7:00 p.m.

Location: St. Timothy Brodnick Hall

Attendees: Bill Anderson Bill Saalfeld Bob Kloss
 Jim Volz Paula Volz Barbara Nowak
 Mary Ann Burns Sheryl Wood Sue Marquardt
 Tom Murray Jerry Glen Steve Wilmhoff
 Don Forman Lois Anderson

Meeting began with a presentation by Theresa Finke of CAC. CAC is much more than a source of utility funding, i.e. electricity and gas. They are a support organization which is able to provide multiple resources, including help with rent, jobs and counselling, to those 18 years through seniors. Seniors are given special consideration and extra support.

Opening prayer and reflection were led by Bill Anderson.

Bill stated that we need to increase our membership and those available to take calls and that he would be soliciting additional SVdP volunteers in the report to the parish. He is also looking for "success" stories regarding our neighbors for his Companion Article and report to a key parish funder. He suggested that Vincentian attire is available through a local vendor (or SVDP National) who will supply us with Vincentian attire to be worn as greeters, ushers or gift bearers (similar to what is done by the Knights of Columbus) should we wish to sponsor and be "visible" on an upcoming Sunday. Don Forman suggested that we all attend one Mass on the designated Sunday when we put our flier in the bulletin, sitting as a group, being greeters and bringing up the gifts perhaps at a 9:30 a.m. Mass wearing our SVdP attire.

Bob Kloss gave the Financial Report/Statement ending on June 30th prepared and ready to be submitted. He reported that our income continues to be stable, approximately \$5,000. Bob further discussed the monthly contributions we have been receiving, as well as the K of C's yearly stipend for which we have been sending thank you notes. He passed around the summary of financial activities from the first of the year for all to see.

Don Forman again discussed strategies for procuring increased food donations especially during the summer when both food and monetary donations are down. He asked if we could designate Fifth

Sundays as SVdP Food Donation Sundays – four a year. It was suggested that we approach Fr. Bolte with this request. It was further suggested that perhaps when the new school opens in September, we could encourage the students’ support of our Food Pantry.

It was announced that Summer Job Fairs sponsored by NKY Career Center would be available to our neighbors throughout the summer. Jim suggested that the next one should be at Mary Rose Mission sometime in later July or early August. Cindy of Mary Rose Mission might prefer the site to be at United Ministries. Jim would like us to “work the door” at the Mission, but it was noted that this is more of a “prayer request” ministry and part of the exit strategy. Paula suggested SVdP pamphlets at this exit door. More details at our next meeting,

The annual SVdP Mass and Luncheon in honor of St Vincent de Paul will be on September 23 at St. Cecilia Parish in Independence. Postcards should be arriving by mail shortly.

The meeting was closed with prayer led by Bill.

Next meeting is August 7, 2017 @ 7:00 p.m. in Brodnick Hall. It will be a combined business and social meeting.

Respectfully submitted,
Lois Anderson Secretary

WORSHIP COMMITTEE REPORT – provided by Sue Keller

Meeting: June 14, 2017

Attendees: Fr. Rick Bolte, Fr. Ross Kelsch, Sue Bruggen, Andrew Mason, Theresa Collins, Miriam Burkart

Meeting Began: 7:01 pm

Opening Prayer

Minutes May minutes need to be approved when we meet in August

Introductions Andrew Mason and Fr. Ross Kelsch introduced themselves and then Theresa, Miriam and Sue

Committee Reports:

1. Parish Council - given by Miriam Burkart - Reviewed Strategic Plan and small group reviewing and refining
2. Bereavement - given by Sue Bruggen no funerals since last meeting
3. Art & Environment - no report, however, we all agreed with Fr Bolte that they do a magnificent job. Very small group (4-5 people) with the last transition.
4. Music - Andrew first Mass this past Sunday

Old Business:

1. Tabernacle in Church probably late July and Father will ask Bishop to dedicate tabernacle Aug 13th when he is here for the new school
2. Music Boards - Don is thinking about the 'how to' set up tilting them
3. Strategic Plan - will have what we came up with in front of us each meeting and begin acting on the goals.

New Business: By email agreed to following acceptance of positions and will vote on during August meeting.

Miriam Burkart	Chair
Loretta Macaluso	Co-Chair
Brynne Wesselman	Secretary
Sue Keller	Representative to Pastoral Council

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