

St. Timothy Parish Council Meeting Minutes
October 3, 2018 – 7:00 p.m. / Parish Center Kitchen

PRESENT: Father Rick Bolte, Father Ross Kelsch, Frank Kroger, Chris Kemper, Kristen King, Pat Tenbrink, Sheryl Murawski, Deb Thomas, Mary Jo Rectin, Maureen Sheehy, Danielle Brock

NOT PRESENT: Jayson Putnam, Paul Westhoff

1. **Open:** Committee vice chair Frank called the meeting to order at 7:01 pm.
2. **Opening Prayer:** Prayer for Guidance
3. **Approval of minutes:** The minutes were approved.
4. **School update from Principal Deb Thomas:** Testing compared to other schools in the diocese did well. The strategic plan for 1, 3 and 5 years is currently being reviewed. Praise and worship night was Friday where every student received a bible. October 4 is St. Francis Day and pet blessing. Current enrollment is 163.
5. **Committee Reports**
 - Adult Faith – Pat gave the report (report attached).
 - Community – The committee hasn't met since May, although it continues to provide support to events including Oktoberfest.
 - Diocesan Deanery – The next meeting is next week.
 - Education – Kristen gave the report (report attached).
 - Finance – Sheryl gave the report (report attached).
 - Outreach – Mary Jo gave the report (report attached).
 - Worship – Maureen gave the report (report attached).
6. **Pastor's Report**
 - Property update: Moving topsoil to lower and flatten for future use including playground and future additions of the school.
 - Parish Center update: There are mold issues in the Parish Center that require pressure washing and sealing. The solution is low cost and is taking place.
 - Church doors update: The doors are in disrepair. The estimate for the fix is \$10,000 and the funds are available. The Council voted in favor.
 - Sanctuary update/roof update: The estimate for the fix of the roof is \$50,000-\$60,000 and the funds are available. The Council voted in favor. We are working on updating the lighting system in the sanctuary and reviewing new designs of the sanctuary. The funds for the sanctuary will come in part from the DPAA rebate.
 - A parking lot update will be considered in the future.
 - The Council reviewed transferring debt from the bank to the parish to reduce cost. The Council voted in favor of the motion.
7. **Old Business**
 - October Mass counts—Oct 6/7, 13/14, 20/21, and 27/28
 - Oktoberfest was a huge success with net revenue over \$85,000, a record for the parish and \$15,000-\$20,000 more than last year. A full report will be in this weekend's bulletin.

8. New Business:

- Next Council meeting – Wednesday November 7, 2018

9. Closing Prayer

Respectfully submitted,
Chris Kemper

ADULT FAITH COMMITTEE REPORT – provided by Pat TenBrink

September 25, 2018

Present at the Meeting: Chairperson Pat TenBrink, Theresa Collins, Deacon Dave Philbrick, Marie Salazar, Fr. Ross, and Frank Williams

Absent Debbi Cranley and Cyndi Davis

Alpha Group / Men's Group: Started to meet on September 19 with session on The Mass. About 25 men attended.

Walking with Purpose Women's Bible Study: Started September 25 with a Tuesday Morning and Evening session. About 35 women in the morning and about 25 at night.

Committee Updates

RCIA: RCIA has about 25 people interested. Will be held from 9:30 to 11:00 on Sundays

HOLY LEAGUE: Meets on the 4th Monday of the month. In the fall Deacon Dave Profit and Deacon Dave Philbrick will take turns. Looking to open it up to the parish to pray for the church.

MARRIAGE PREP: No Update

MOPS: No Update

FAMILIA: Has 29 women at this time. For Year 1 there is about 4 and I hope to get more signed up before our first meeting on Thursday, October 4th. Year 2 Has 9 Women and meets on Wednesdays, Year 3 has 8 women and meets on Fridays, Year 4 has 8 women and meets on Mondays.

MEN'S GROUP: Meets the 2nd and 4th Saturdays of the month.

BAPTISM PREP: 8 couples in the September class. Looking at a new program that will be for 2 sessions

REGNUM CHRISTI: 1. We are offering a women's retreat October 5-7 see attached flyer.

2. Our monthly retreats began this month. We will be at St. Tim's in November

3. Also we are having a Come and See about What is Regnum Christi on Thursday, October 4, 2018, 6:30-8 p.m. Ave Maria Catholic Books and Gifts: 8449 US Highway 42, Suite J, Florence KY 41042

Parish Mission

Ken Yasinski Mission on October 1-2.

Follow Up Meetings are set for:

- From 6:30 to 8
- Wednesday, October 10 (Side Room) in Brodnick Hall
- Wednesday, October 17 (Side Room) in Brodnick Hall
- Monday, October 22 (Brodnick Hall)
- Monday, October 29 (Brodnick Hall)
- Tuesday, November 6 (Rooms 3 & 4 in Parish Center)
- Wednesday, November 14 (Side Room) in Brodnick Hall
- Ken Yasinski will announce the follow up program we will hand out flyers the last night of the Mission with dates and time

Parish Breakfast

October 6. Family Breakfast- World Apostolate of Fatima USA "Our Lady of the Blue Army"

- 40 signed up as of this meeting
- Mass at 8am
- Rosary will be said while Reconciliation is going on
- Breakfast and Movie and talks in Brodnick Hall
- Advertise in Companion – Flyers to go home with School Students – PSR Student and Preschool
- Will set up Saturday morning at 6am

Advent Family Event

November 17-2018 - 9 – 12 noon

- 80 to 90 managers made by Mark Dies and Dick Hentz

Advent Retreat with Monsignor Cleves

Sunday December 2 with Monsignor Cleves. We would do Vespers and a talk.

Books from Dynamic Catholic

May ask again closer to Christmas to bring books in.

New Business

- Looking at Strategic Plan to update.
- Maybe start a Family Faith Formation
- On Name Tag Sunday have a basket for people to put prayers in and then people can pick one to pray for the next month.
- Pray the Hail Mary before each mass
- Pray the prayer to St. Michael at the end of mass.
- Have a basket of names for school students that people can pick to pray for.

Meeting ended with prayer by Deacon Dave

Next Meeting: October 23, 2018 on a Tuesday at 6pm in Room will be announced

Respectfully submitted by Patricia TenBrink

ADULT FAITH COMMITTEE STRATEGIC PLAN – provided by Pat TenBrink

Strategic Plan Adult Faith Formation 2019					
Action	Dates of Completion	Person/s Responsible	Cost Results	Achieved	Evaluation
Speakers to increase Faith - From Formed - Monsignor Cleves - Breakfast	End of 2019	Adult Faith Committee	TBD		
Family Events -Movies - Advent - Giving Manger - Advent Wreath	End of 2019	Adult Faith Committee	TBD		
Prayer Basket on Name Tag Sunday for people in Parish or anyone who needs prayer	Every 1st Sunday of the month	Adult Faith Committee	TBD		
Family Faith Formation Committee	End of 2019	Adult Faith Committee	TBD		
2 or 3 day Mission	Once every 3 years	Adult Faith Committee	TBD		
Living Rosary	3 to 4 times a year	Adult Faith Committee	TBD		

EDUCATION COMMITTEE REPORT – provided by Kristen King

Meeting Minutes: Monday, September 17th

PSR

PSR Activities - Report from Denise Lorson:

- PSR Classes start this week, September 9th.
- Our current enrollment is 420 – in making comparisons – last year at this date we were 433 and topped out at 460. We are hoping to reach 450 this year.
- The Parent Reflection night for Confirmation is scheduled for Monday 9/24.
- “Mission Monday” the Outreach Agency Day for the Confirmation class on Monday October 8th.
- Our Confirmation program has two young men with special needs this year. We are very excited to be able to include them in the sacrament.
- The Confirmation date has been set for January 21st.
- September is our next fifth Sunday - so we will be praying the Rosary before all Mass times. (led by students 😊)
- The First PSR outreach is bringing in 2 liters and Pringles cans for Oktoberfest.
- PSR (or Carol Lense) – is running the Kids Games –
www.signupgenius.com/go/10c0c44acae2da7fd0-20184

Children’s Liturgy starts September 9th. We are making a big push to gain volunteers for this program, and work towards offering it every weekend (maybe by January). If you know of someone you feel would be good at this – parents, grandparents, older high school students, please send them our way! This is an easy program to participate in. We provide all the materials and have students who set up, accompany and clean up after. So our volunteers are not missing any portion of Mass. They participate in the Liturgy of the Word, and return to church for communion.

Boy Scouts

Report from Brian Bold – in attendance- did not receive his report electronically yet

American Heritage Girls

Report from Jamie Powers

Charter Renewal- Our Troop Renewed our Charter the beginning of August with the following Board members for 2018-2019 Troop Year

- Jamie Powers Coordinator
- Angela Deaton Vice Coordinator
- Lisa Merk Treasurer
- Cecelia Reynolds Shepherd
- Trey Nix Charter Representative
- Sue Hinkle - Registrar/ Secretary

Ready, Set Go! Night- Our Troop set up a booth and had 5 uniformed girls helping to recruit new Troop Members.

Troop Health, Girls- As of today, have registered 12 new Troop Members. 62% of our Troop has returned. We have a total of 43 registered. We have about 4 more that have indicated interest but have not completed the registration process. Some of our 5th grade/6th grade girls did not return as they chose Challenge Girls over AHG this year. This is a common age for girls to leave the troop as they become heavily involved with many interests and begin to specialize in sports or other clubs.

Troop Health, Leaders- We have a total of 21 Registered Adults (Board, Unit Leaders and Assistant Leaders) Our Leader ratios are on target and we are still looking to fill a few positions to coordinate Father Daughter Dance and Service Coordinator. We have 11 First Aid and CPR certified Adults and have created an Emergency Preparedness plan for our Troop Meetings.

Knights of Columbus Donation- At our Parent Registration Night on 8/21/18 our Troop accepted a donation from the Knights to pay for our Respect Life Patch (American Heritage Girls has created a Respect Life patch to reinforce the organization's commitment to honoring life from conception to natural death. The Respect Life patch is to recognize participation in an event that brings attention to respecting life, or participation in a service project for an organization whose mission demonstrates a desire to respect life. After any level of participation in an event or service project, girls may proudly wear their Respect Life patch on the back of their vest or sash) Our Troop earns this patch each year by purchasing supplies and making Fleece Blankets to Contribute to the Families For Life Campaign. We will begin making blankets at our next Troop meeting on 9/25/18 and complete them at our Troop Meeting on 10/9/18.

Volunteer - Oktoberfest - Kids games. The Troop was encouraged to sign up and volunteer to assist during Oktoberfest. Our Troop along with their parents contributed a total of 53 hours of service. We have a total of 31 families, 11 (35%) of the families volunteered for Oktoberfest kids games.

First Troop Meeting- 8/28/18 We held our first Troop Meeting and Father Ross was able to join us during our opening ceremony and bless our troop for the year.

Second Troop Meeting 9/11/18 - Our Troop is working on ice breakers, getting to know you sessions, perfecting our opening and closing flag/prayer ceremony. Some of our girls have begun working on the requirements for "Our Heritage Badge"

Fundraising- Our troop has selected selling Mike's Car Wash certificates to help cover troop expenses and our Program Support Fee (which is not covered by our annual dues). We will be organizing several show and sell events. We have opted to not sell wreaths this year, as the profit margin is minimal and the wreaths are very expensive. We will begin selling the certificates in the month of October.

Troop Plans-

- Troop Devotional and Unit Devotional, our Troop Shepherd has plans to spend additional time on devotionals throughout the troop year. We will have devotionals that are done at

the Troop Level and Unit Level.

- Government and Citizenship- As a Troop we will work on completing our Government and Citizenship Badge. We are working to confirm dates for trips to Union City Building to attend a commission meeting, Kenton County 911 and also have been invited to Frankfort by the Lieutenant Governor.
- Connections Night- The national AHG Program Theme this year is Connections (***A cord of three strands is not quickly broken. ~Ecclesiastes 4:12***) AHG is relational in every aspect. It is an attribute that sets us apart from many other experiences for young women. Friendships are built, fellowship ensues, learning is experienced, and girls flourish without even one minute of data usage necessary. This year, let us focus on a girl's, a volunteer's, and a family's need for connection. Let us build authentic relationships with one another that are deep and resilient, caring and compassionate. Let us "encourage one another" in the ways of the Lord by committing to connecting to the Lord, our spouses, our families and our friends!) We will be hosting a Connections Night in October. This night will be partially planned by one of our Pioneers so that she can complete requirements as a Girl Leader.

Challenge Girls

Report from Kristin Bonno

- -First Meeting- Sept. 7th
- -Oktoberfest Outreach- Sept. 14-16- Hair Spray & Temporary Tattoos
- -Sept. 28- Next Meeting

Youth Group

Report from Kelly Wathen

- 9/9/18 - Youth Group met for pizza from 6pm - 8pm. Father Rick joined for an "ask any question" session at 7PM. Youth could ask Father Rick any question that had been on their heart or mind.
- 9/16/18 – Youth met for Oktoberfest cleanup at 6pm. Main food booth fed them as they cleaned.

Cub Scouts Pack 702

Reported from Kristen King

- First Pack Meeting was Sept. 6th
- Scouts volunteered at Oktoberfest by working a booth in kid games and providing sanitation services.
- Fall Pack Campout- Sept. 21-23 at Camp Michael's
- One fundraiser for the year is underway-Popcorn Sale –scouts will be selling after some of the weekend masses.

Goals for the group- Broadening the communication of our organizations to each other and the whole parish. Finding common themes and ways to support each other.

Respectfully Submitted by Kristen King

Next Education Committee Meeting: Monday, October 15th at 7:00 pm.

EDUCATION COMMITTEE STRATEGIC PLAN – provided by Kristen King

- Bulletin is doing a good job of communication events for Youth Group.

-Clarification of PSR curriculum- Denise to follow-up with Carol for benchmarks.

-It was suggested that in another parish they send the bulletin home the following week through the PSR and Catholic School to make sure the message is getting home even if you happened to miss mass.

Youth Mass- We would really like to have a 5 pm mass just once. Acapella music or teen guitars; Youth would lector and participate in the mass. Youth Day- Our Organizations would set-up and organize. Just a power opportunity for our youth to worship together as one with their families. We brainstormed ideas on when we could have it.

FINANCE COUNCIL REPORT – provided by Sheryl Murawski

September 19, 2018 Meeting

We reviewed the June financials and the annual report for the Diocese. There are still questions about where some items are in the financials that needed further research by Tiffany. Until June financials are finalized, July and August financials also could not be approved because the books need to be closed as of June (end of the fiscal year) so that the financials for the new fiscal year will be accurate. The Finance Council members will be contacted by e-mail with information in order to complete and approve June financials before the next meeting.

Deb Thomas reported on activity at the school. There were 164 students enrolled as of the meeting date. The Fall Fling will be on November 10, 2018.

Father Bolte updated us on the status of moving dirt at the school. It is expected to be completed by the end of the year.

Father Bolte also summarized his meeting with Bishop Foys regarding the land that the parish lost in the sale of the property.

The remainder of the meeting was spent discussing several financial needs. First was a discussion about the school building loan and transferring this debt (approximately \$200,000) from the bank to the parish in order to save the interest expense being paid on the loan each month. The Finance Council approved this plan.

Next, Father Bolte described several upcoming expenses for the parish. They were discussed in order of priority.

1. The roof on the church needs to be replaced. The estimated cost is \$40,000-\$60,000. We approved moving forward with this.
2. Walls and/or roof in the parish center housing the pre-school classrooms are leaking. It was unknown at the time we met what was causing the leaking or the cost to repair it. Father Bolte said he would update the Finance Council on the problem and the cost before approval.
3. The doors in the church (exterior and interior) and in Brodnick Hall need to be repaired. Cost is approximately \$10,000. The Finance Council approved.
4. The HVAC unit in the the gathering space needs to be replaced because the compressor is out. Cost is approximately \$15,000. This was tabled by the Finance Council until more is known about the pre-school rooms.
5. The remaining work on the parking lot needs to be completed. Cost is approximately \$17,000-\$18,000. This was deferred also until more is known about the pre-school rooms. The cash to complete all of these items is available.

OUTREACH COMMITTEE REPORT – provided by Mary Jo Rectin

September 6, 2018

Present: Susan Rettig, Marta Kroger, Zach Barth, Katy Sullivan, Mary Jo Rectin, Debbie Murray
Kelli Siracuse, Carolyn Rennekamp

The meeting opened with a prayer. The August minutes were read and approved on a motion by Debbie Murray, second by Susan Rettig.

Reports:

- Mary Rose Mission: The mission is still serving around 100 guests per night. They are planning to hire a kitchen manager for each day as opposed to volunteers. Things continue to go well.
- SVDP: September is SVDP month. At the direction of the Bishop, there will be a second collection this month. Half of the money collected will stay in the parish. The rest will go to the Northern Kentucky SVDP.
- Pastoral Council: Fr. Bolte would like a Strategic Plan update from each committee for the October meeting. Katy will get Strategic Plan materials together and we will discuss it in order to have a report ready.
- Family Promise: We are in good shape for our week end .
- Garden: The garden continues to produce large amounts and the goods are distributed to local organizations.
- Yard Sale: We estimate the profits were \$5000. The Colina Foundation has broken ground for the schoolroom we are helping to build.

Unfinished Business:

- The July Grant was for Mentoring Plus. We provided dinner and met the kids who come there for help. Mentoring Plus is a faith based program that provides a positive experience for teens ages 14-18.
- The September Grant is from PIN (People in Need). The grant speaker will address all Masses on September 29-30. We will do our service project with them on October 19 and /or October 22. The organization prepares meals and delivers them to homeless camps locally.

New Business:

- The Baby Shower sponsored by Families For Life will be held on October 13 and 14. Delivery will be made on October 15.
- Katy is exploring a partnership with St. E's Health Ministries. We are looking for help with accessing care for the elderly, providing mental health care and screenings for parishioners.
- Debbie will provide an article about Mentoring Plus for The Companion.

Next meeting will be October 11 at 6 PM.

The meeting closed with prayer intentions and a prayer.
Strategic plan to come.

WORSHIP COMMITTEE REPORT – provided by Maureen Sheehy

September 12, 2018

Attendees: Miriam Burkart, Theresa Collins, Christine Jones, Maureen Sheehy, Sue Keller, Andrew Mason

Meeting Began: 7:00 pm

Opening Prayer

Minutes August minutes approved

Committee Reports:

1. Parish Council - Maureen Sheehy gave the Pastoral Council report, school has 162 kids enrolled, the staff has doubled. Father talked about maintenance issue
2. Bereavement - no attendance
3. Art & Environment - no new information
4. Music – Andrew is working with the Funeral Choir. Reported that the Children’s Choir Camp was a success. Had some interest from his announcement at the Masses to join the choir.

Old Business:

- Cleaning of pews went well and is finished
- Revisited the Worship Committee Strategic Plan and all seems to be on schedule

New Business:

1. Miriam is to check with Fr. Ross about getting lighter weight albs for servers
2. Name tag Sunday’s are going well
3. New Parishioner Sunday and Name Tag Sunday should coincide- Miriam is checking on this
4. Checking to see if a 6:30 am Mass could be added to the schedule

Closing Prayer: around 7:43 pm

Next meeting: October10, 2018 Parish Center Kitchen 7:00 pm

WORSHIP COMMITTEE STRATEGIC PLAN – provided by Maureen Sheehy

Review of accomplishments:

Goal 1: More people at Mass

Name tag Sunday working well
Hymn number boards installed

Goal 2: 2-4 New liturgies outside of Mass

2018 Feast of St. Timothy celebration - vespers at 5 pm
Lady of Fatima Novena

Goal 3: 2-3 Special Masses per year (non Sunday)

nothing done this year

Goal 4: Increase lay ministry involvement (EMHC, lector, usher, mass assistant, greeter, etc.

priests mentioned at end of Mass needing more greeters and ushers
Andrew inviting anyone to join choir

Goal 5: Increase in participation in the Sacrament of Reconciliation

nothing new: Parish Reconciliation Service and
Reconciliation the first Tuesday of month

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2018-19

To do:

Goal 1: Andrew will introduce new songs before Mass to teach congregation
Have Name Tag Sunday and welcome new parishioners be the same Sunday

Goal 2: Repeat celebration of St. Timothy with vespers
Spontaneously have special vespers

Goal 3:

Goal 4: Have a lay minister give a 2 minute talk at end of Mass to invite others

Goal 5: Do homily on Reconciliation when it blends with readings - a teaching moment-