

Holy Spirit Catholic Church Pastoral
Council Meeting Minutes
Monday, January 5, 2009

Present: **PC:** Jane Wilson, Bob Scheidegger, Sally Liles, Anna Alexander, Lorraine Baushke, Marti Billhartz, Brian Cambron, Wayne Carter, Christine Garske, Terry Hatler, Lynn Martin, Donna Matukas, Dennis Meffert, Gabby Springs and Marsha Wyzykowski. **Absent:** Ron Mills and Bobbie Shanahan **Staff:** Fr. Jerry Riney, Fr. Anthoni, Ivana Walker and Lori Lewis **Visitors:** Barry Howard, Linda Keene and Jimmy Hodgkins

Dinner was provided by Dennis Meffert and Anna Alexander

Chair, Jane Wilson called the meeting to order. Marti Billhartz read the opening pray and Christine Garske led the group in a discussion of the scripture reading from January 11, 2009: Mark 1:7-11. Fr. Jerry explained the original reason for baptism.

Jane introduced Barry Howard and Wayne Carter to give an update on the Capital Campaign Committee. Wayne advised that the Capital Campaign Committee would like to present to the PC an update regarding plans for Spirit II. The PC will be asked to vote on a commitment for Spirit II next month. Wayne stressed that the decision to build Spirit II would be a 15year commitment on the part of the members of Holy Spirit Parish. Barry stated he has been involved with Stewardship and the Capital Campaign since 2004. The following is a current additional members of the Capital Campaign Committee: Ivana Walker, Mike Buser, Art Kunkel, Julie Key, Wayne Carter, Alan Simpson, Gary Larimore, Jim Bailey, Tom Garietto, Leslie Priest, Larry Willoughby, Tim Risher, Mike Osboe and Bob Scheidegger. Barry presented and reviewed the Capital Campaign Update Parish Council, January 5, 2009, attached hereto as Exhibit "A". The Capital Campaign Committee is planning future campaigns and Barry expressed the need for a solid long-term business plan.

Fr. Jerry announced a planning process to create an Estate Planned Giving Program for parish members who would like to include the Church in their estate. He stated that Brent Mason, John Deeb and Wade Marcum were working on developing the program. It was pointed out that this could make a large impact on contributions to the Church in the future.

Fr. Jerry stated that in an effort to cut costs for Spirit I the Steering Committee has postponed several Special Projects including about 7 categories (i.e. garden areas, room dividers, shelter, ballpark, walking trail and the bell tower.

Jane introduced Linda Keene and Jimmy Hodgkins to present the Focus Report on the Finance Committee. Linda recognized the additional members of the Finance Committee: Mark Higdon, Suzanne Ogawa, Brian Cambron, Alicia Stivers, Warren Irons, Chris Vowls and Ivana Walker. Linda advised she accompanied Fr. Jerry to the Diocesan to request the Bishop to piggyback Spirit I and Spirit II instead of having two separate

projects. She reported that an audit was being started for the Parish. Changes have been made in the administrator several times and now is a good time to have an audit. The audit will cover the period from July of 07 through June of 08. Those performing the audit will give a formal recommendation regarding any needed changes in procedure. Linda distributed a form titled Roadmap, a copy of which is attached hereto as Exhibit "B". The Roadmap did not contain any figures but Linda explained each category. Linda advised that each month she meets with Ivana and Art Kunkel to coordinate the expenses of Spirit I. Linda pointed out some of the negative effects on the parish if the PC decided not to proceed with the construction of Spirit II. She suggested that we should weigh all the pros and cons before a final decision is reached regarding the commitment for Spirit II. The report tonight is intended to be an overview of what the Finance Committee is reviewing and a recommendation will be made to the PC at the February meeting.

Jane thanked Linda for her report and introduced Jimmy Hodgkins who would report on the 2009-2010 Operating Budget for HS. Jimmy presented the PC a 2009-2010 Budget/Long Range Planning Process Timeline/Instructions and a copy is attached hereto as Exhibit "C". Jimmy encouraged the Liaisons to the Ministry Committees to review their expenses closely before completing the budgets. He pointed out that there are other expenses to be included in the HS Operating Budget other than the committee expenses. The other expenses would be such things as salaries, insurance, diocesan assessment, etc. In connection with the diocesan assessment, the diocesan is undergoing a capital campaign at the same time HS is focusing on their own capital campaign. There will be an additional envelope contained in the envelope package for February that the parishioners can contribute and designate their contribution to the Diocesan Capital Campaign. Linda pointed out that each liaison will take the budget worksheets to their committees and explained that the committee expenses need to be looked at very carefully in an attempt to cut expenses where possible. If there is a question the liaison should contact Ivana about the expenses. Jimmy emphasized each committee should look at their budget and they may find ways to cut expenses. Jimmy distributed to each member of the PC a copy of the 2009-2010 Operating Budget Schedule, which is attached hereto as Exhibit "D". It was explained that Super Saturday is when each committee presents their budget to the PC. Linda encouraged the members of all committees to stay and listen to all the reports. It is an opportunity for the committee members to realize what is going on in the other ministries.

Fr. Jerry thanked the pastoral team for the job they did in trimming \$100,000 in their budget.

Jane thanked Linda and Jim for coming and sharing their information with the PC.

After a short break the meeting was called to order. Jane presented a gift to Fr. Anthony in recognition of his 6th year of ordination to the priesthood.

Jane asked if there were any corrections to the minutes of December 1, 2008. The minutes were approved.

Jane asked for the ministry reports and thanked everyone for submitting their reports early for review through e-mail.

Communications – Gabby Springs – a summary of the committee meeting report is attached hereto and made a part hereof as EXHIBIT “E”.

Community Spirit – Marti Billhartz – thanked her committee members for their great job on the Epiphany Dinner.

Deanery Representative – Lorraine Baushke – a summary of her report is attached hereto and made a part hereof as EXHIBIT “F”.

Finance Committee – Brian Cambron – a summary of the committee report is attached hereto and made a part hereof as EXHIBIT “G”.

Capital Campaign – Wayne Carter – a summary of the committee report is attached hereto and made a part hereof as EXHIBIT “H”.

St. Joseph School – Christine Garske – There was no committee meeting in December.

ECHO Middle School and High School Youth Ministry – Lynn Martin – reported that the youth are selling calendars to raise money for the NCYC meeting at Kansas City in October. Lynn reported that another ECHO Assembly Session is being added and will begin on February 15. She advised that the committee needs help with instructions and other workers for the new ECHO Session.

ECHO Preschool and Grade School – Bobbie Shanahan was absent. Attached are the minutes for the December 10, 2008 meeting and report summary. A copy is attached hereto and made a part hereof as EXHIBIT “I”.

Liturgy – Donna Matukas – There was no committee meeting in December. She reported the committee worked very hard to decorate the Church for Christmas. The committee is also in need of people for Eucharistic Ministry, Ministry of Care, Lectors and Ushers. There will be a Lector training on January 17.

Social Concerns – Dennis Meffert – Announced the Kentucky Catholic Citizens Forum would be Saturday, January 10. It is an opportunity to ask the legislators questions. In order to obtain the correct number of box lunches for those attending the meeting pre-registration is necessary.

Stewardship – Ron Mills – absent

Transforming our Church – Terry Hatler – A copy of his report is attached hereto and made a part hereof as EXHIBIT “J”.

Adult Faith Ministries – Anna Alexander – No report

Building and Grounds – Marsha Wzykowski - a copy of her report is attached hereto and made a part hereof as EXHIBIT “K”.

Fr. Jerry called on Ivana Walker for an update on Living Hope’s current construction work. Ivana reported she has weekly meetings and advised she receives a weekly schedule from the construction company, Scott & Murphy, regarding the progress of the work. The construction company is running a new sewer line from the back to the front of the HS Church site. If for some reason they cannot fill the sewer trench, they will put down steel plates over the trench so HS will have no restriction on parking spots. In a couple of weeks electrical work will start on the project. Ivana presented a drawing of the proposed Living Hope project and said the final asphalt work was scheduled for April 2010.

Jane asked Lorraine if St. Vincent de Paul has a replacement for her position. Lorraine responded no, but they are looking at several people. Darrell Logsdon is the new Thrift store manager.

Fr. Jerry called on Lori Lewis for a report on ECHO. Lori reported with the enlargement of the curriculum and with the newly added session a lot of help is needed. Lori also explained the duties for the Ministry of Care Program where additional assistance is needed.

Fr. Jerry reported on an article in the New York Times about the priests from other countries. He is going to make the article available to the members of Holy Spirit parish. Fr. Jerry stated he thought our Christmas liturgies were wonderful and had several visitors express they were inspired by the service. Fr. Jerry thanked Dana Gensler and all the other people who helped with the Christmas liturgies. Fr. Jerry set January 30 at 7:00 pm for a discussion group for the book “Shack”. Sally was asked to send an email to the PC and invite them to attend. Fr. Jerry announced the Bishop John McRaith had retired for health reasons. He explained the process of electing an Administrator to fulfill the duties of the bishop until a new bishop is appointed. Fr. Jerry thanked the PC for the Christmas party and the Christmas present.

Jane announced our next PC meeting would be February 2, 2009.

The meeting was adjourned with a group prayer.

Respectfully submitted,

Sally Liles