

Mary Mother of the Church

Parish Council Meeting

July 25th, 2013

Roll Call:

Chair.....	Steve Krieger	Vice Chair.....	Mark Kotcher
Secretary.....	Dick Drury	Admin & Finance.....	Matt Newbold
Athletic.....	Mark Muehl	Christian Service.....	Mike Jarvis*
Christian Formation.....	Eileen Carney	Health Ministry.....	Carolyn Duke*
Evangelization.....	Peggy Dolter	Youth.....	Ryan Clancy
Liturgy.....	Paul Schulte	Social.....	Gary Franklin
Pastor.....	Msgr Jim Telthorst	Deacon.....	Dick Coffman*
Dir. Rel. Ed.....	Ed Lewandowski		

*Absent

Steve opened the meeting with a prayer at 7:00.

Steve provided copies of the by-laws and parish calendar to all and requested each PC member to read the by-laws. The parish calendar had previously been e-mailed to everyone and Ed provided an on-line demonstration as to how to access this information via the "calendar" tab from the Mary Mother website. Anyone can check for scheduled events and or facility availability from this site. The calendar information is "read only" and thus to schedule an event call either Ed or Anne Garavaglia. Footnotes indicate who scheduled the event and when it was scheduled.

Although not fully functional yet, the "communication" tab has the capability to record gospel messages, homilies and even films.

Father T. asked if the calendar could post specific weekend liturgy events such as an ACTS presentation, a missionary visit etc. Ed agreed to try to add this information to the on-line calendar.

Deacon Dick is the point person for scheduling the Reilly Center although those events are also posted on the on-line calendar.

Ed has a priority listing that he utilizes when there is a conflict in scheduling that cannot be resolved. Ed will distribute this priority listing. Ed recommended logging onto this site and exploring the information available.

Matt distributed copies of instructions for "Parish Check Request Form" and "Other Cash Receipts". Each commission chair should be aware of and approve expense reimbursements before they are submitted. All reimbursements require receipts and if tax is paid it will not be reimbursed. Use the tax exempt letter (copies distributed) whenever possible. It was noted that some vendors do not accept tax exempt letters. Steve asked Matt to prepare a procedure for this process. Once reimbursement requests are properly submitted it may take up to 2 weeks for the payment to be available at the MM office.

Father T. discussed the parish pictorial directory. The supplier of this service can provide an addendum by way of an insert into our existing directory. New parishioners and parishioners with family changes might want to access this service. The last directory was published 3 years ago. This will be discussed further at the August meeting.

Julie from the Archdiocese finance dept. will be attending our Aug. PC meeting to discuss the accounting software system. Please prepare your questions for Julie in advance of this meeting and submit them to Matt.

Steve distributed a copy of the "Request for adhoc committee to review the MM tithing Program". Local, national and international organizations are included as recipients of our tithing program. It was mentioned that an organization might be dropped from the tithing list when a thank you note was not received. Fred Hohenberger has done extensive research for the organizations that are supported by the MM tithing program. Anyone can submit a request to have an agency added to our tithing list. If a committee is formed to address the tithing guidelines, specific objectives should be established before this group meets. A 3 to 5 member committee that would be composed of members from Christian Service commission, from previous Christian Service Chairs as well as unbiased parishioner should be considered. A parish survey may also be useful. Father T. noted that our tithing benefactors and amounts provided are published in the "Update" every other month. Steve will discuss the objectives with Mike Jarvis and Dick Drury and the issue will be addressed at the Aug. PC meeting.

Commission Reports:

Athletics: The last weekend in July the Athletics program will be displayed in the church entrance. Three of the MM fields are being readied for soccer. As an incentive to increase adult participation, the athletic commission offers waivers of the children's fees for the parent who agrees to chair a particular sport.

Liturgy: Moved their meeting date from Aug. 1st to Aug. 8th

Finance: Need some end of year receipts to complete last fiscal year financials.

Religious Education: 95 children at Vacation Bible School. We received assistance from 41 volunteers as well as strong support from the high school kids.

Christian Formation: Pauline Press now is partnering with Lighthouse Catholic Media . Our parish can receive 12% on sales if we choose to have a link on our website. It was questioned whether Catholic Supply had a similar program. We shall evaluate the pros and cons and discuss at our Aug. PC meeting.

Evangelization: July minutes have been sent out. There is no August meeting. Approx. once every other month one commission will be featured at church (displays in vestibule). Athletics is this weekend.

Social: The Road Rally and Golf Tournament are the next events.

Health Commission: No Report

Christian Service: No Report

Youth: Ryan distributed copies of the 7/13/13 youth commission meeting with a summary of the activities. The youth commission will receive a refund totaling \$648 from events with other parishes and they chose to use some money for furniture and donate 15% to SVDP. Approx. 30 teens attended the recent Steubenville retreat. It was suggested that when fundraising events such as the pancake breakfast or the Christmas sale occur that a 1 or 2 min. pitch from the pulpit by one from the youth would positively impact the donation stream.

Pastors Comments:

Father T. is interviewing the MM staff. The use of "work orders" will now be used to schedule assignments. The staff is frequently being pulled in too many directions and so Father T. asked that all be considerate of the staff's primary facility duties when requesting assistance. Father T and Deacon Dick are responsible for generating the work orders.

The May PC minutes were approved.

Meeting was closed with the anointing of Dick Drury

Next PC meeting is Aug.17th and 18th at MM.