



**St. Luke's Parish Pastoral Council
Thursday August 8th, 2019
7:00 PM Conference Room**

Attendees: Father Ken Halbur, Deacon Fred Cornwall, Dana Bastian, Teresa Busch, Andy Cink, Mary Johnson, John McPherson, Gary Olson, Shani Wahl, Brian Werner

Not Present: Deacon Don Shannon, Deacon Matt Halbach, Tonya Althaus

Guests: candidates for the 3 open parish council seats

Opening Prayer

- 1. 7:05 pm-7:45 pm Open Session 5 min verbal presentation from our 7 Candidates for Parish Council**
(stating why they want to be on the PC & / or what are your skills to provide to the PC)

- 2. PC Open Agenda 7:45 pm-8:30 pm**
 - A. Donut Sunday Review—Keep 1st Sunday as regular donut/coffee session. There are some that want to have more donut sessions during the month on Sunday. Discussion
 - a. This would be in addition and a separate group from the First Weekend Donuts
 - b. If a group could organize, set up, clean up, get donuts, serve and fund the donuts
 - i. Office staff would help oversee and on Father
 - ii. Group needs a leader to coordinate
 1. Coordinate with the church schedule: KoC's breakfasts, etc.
 - iii. Any time food is in the kitchen, at least 1 person needs to be certified
 - iv. Need to be paid for separately and not out of the current tab
 1. Parish can provide seed money
 - B. Gym Rental Review—Dana (present), Tonya, and Deacon Don
 - a. Currently the system needs improvement
 - i. Dana provided an overview of our current rental system
 1. Needs to be revised and re-written
 - ii. Diocese also has rental policies (insurance, event in line with Catholic teaching) easy to adapt for a parish
 1. St Luke's will review the Diocesan policy and begin there
 - iii. What happens in case of an emergency at a rental event?
 1. EOP committee should work on after hours emergencies, locked doors, etc.
 - iv. Motion made to obtain diocesan policy on facility rental and adapt for our parish, which may involve a sub-committee's work: Mary, seconded by John, all ayes
 - C. Oxtoberfest Update—Teresa and Andy
 - a. Funds generated from last year were to go to an updated website and general marketing
 - i. Most of the funds remain as the website was not updated, but some were used for marketing



1. Website was not updated last year.
 2. Diocese is in the process of mandating a new parish website format/policy; there is currently one for schools
- ii. Funds from this year's Oxtoberfest
1. Parish needs? There are so many.
 - a. Debt reduction?
 - b. School mascot was requested, one example.
 - i. Could be a FSA project
 - c. RE needs, another example.
 - d. Kitchen sinks are currently undersized and need to be enlarged to fit our larger pans. Current sinks may be sold.
 - e. Can the parish be polled with a few specific needs?
 - i. Could be voted on during Oxtoberfest
 - ii. The parish council will send ideas to Dana to be put together for a parish poll.
 - f. Could specify an item for an amount and then anything in excess could fund other needs
 - b. Include St Luke's feast day in Oxtoberfest advertising
- D. Capital Campaign Posters and Graphics in Narthex—Dana
- a. Donors' tree in Narthex won't stay on the wall
 - i. It is over a year old and hasn't been updated after the initial campaign, so it can be taken down and stored.
 - ii. Capital Campaign update: Father is meeting with Bishop Pates regarding the project.
- E. Digital Directory: Brian
- a. Discussion:
 - i. Easy to use, price seems so low (\$10/month), not a lot of bells and whistles, option to log in,
 - ii. Committee needed to put together guidelines
 1. Recommend a drawing for a prize for those who participate
 - iii. Motion made to move forward with the online directory made by Dana, seconded by Gary, all ayes
- F. Pastor's Comments (to be added permanently to agenda)
- a. 13th St update
 - i. St Luke's would be responsible for completing the infrastructure (one million dollars) for 13th. Mercy One plans to sell their adjacent land.
 - ii. One option: land swap (6 acres or 6 for 4) with Mercy One would also us not to be responsible for the infrastructure for completing 13th street and would include an access to 13th. Another option would be to sell some of our land and then buy a different parcel of land.
 1. Decision of the Trustees and the Finance Council
 - b. Where are we at with the current capital campaign? Father is digging into the details as well as reviewing the current design and new cost cutting measures with Mrs. Hades.



- i. Mrs. Hades and Father have been working closely together and have found some unused funds for this year.
- c. Please keep praying for the new bishop and will be meeting with the new bishop.
- d. Father is on the Diocesan personnel board.

3. Closed Session for only current PC members. 8:30-9:00 PM

- A. Discussion on 7 candidates for 3 PC openings.
- B. Ballot vote on candidates, Deacons nonvoting
- C. Count Vote by two PC members.
- D. Vote on accepting the 3 new PC members
- E. Chair statement—Andy
- F. Business Development needs for St Luke's: Shani
 - a. Single document (master plan) with focused strategies and yearly events, fluid document for updating
 - i. Yearly report for parish transparency
 - b. Could be developed in 2019-2020 for 2020-2021
 - c. Council: pastoral vs. parish
- G. Vote on new PC Chair—Mary Johnson
 - a. John moved to vote in Mary Johnson as PC Chair 2019-2020, seconded Gary, all ayes
- H. Vote on PC vice chair-Shani Wahl
 - a. John moved to vote in Shani Wahl as PC Vice Chair 2019-2020, seconded Gary, all ayes
- I. Moving meeting time to 7:10 to allow for reposition of the Blessed Sacrament following Thursday's Mass
- J. Motion to adjourn by Dana, Seconded by Shani, all approve
- K. Closing Prayer

Respectfully submitted by Teresa Busch, parish council secretary

Meeting Summary for the Bulletin and Website:

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The August Parish council meeting began and ended in prayer. The meeting began with the candidates for the 3 openings on parish council sharing why they would like to be on the council and what strengths they can bring to the Parish Council. The Council voted and is blessed to welcome Judy Jones, Jennifer Joenson and Jason Richards to the council for 3-year terms. We thank all of the candidates for their active service to our parish and for their consideration for a Council position. The Council thanks Andy Cink, John McPherson and Teresa Busch for their dedication and their 3 years of service. Mary Johnson will be the council chair for 2019-2020 and Shani Wahl will be the vice chair.

The meeting included discussions about holding additional donut Sundays, gym rental policy review, Oxtoberfest update, capital campaign poster, online digital directory and Father Ken's comments. The next meeting with the new members will be the second Thursday of September at 7:10 pm in the meeting room.