

**IMMACULATE CONCEPTION
PARISH COUNCIL MEETING
MINUTES OF TUESDAY, March 13, 2007**

Fr. David opened the meeting with a prayer at 8:00 p.m.

PRESENT: Father David, Chris Ameel, Tony McPherson, Pieter Winne, Eileen Gretkierewicz, Jim Ruemenapp, Lisa DiMaggio, Jane Petitpren, JoAnn Augustine, Sean Stawiasz, Patty Klecha, Deacon Ken Nowicki, Karen Monsur, Liz Koerber.

NOT PRESENT: Theresa Austin, Elaine Abraham and Pat McGrath.

MINUTES OF January 16, 2007 ACCEPTED.

COMMISSION REPORTS

Christian Service

- 2200 Rosaries were made during 2006.
- Del Haskin Report - 174 cards were sent in 2006.
- Funeral Lunch Report - One funeral lunch to date for 2007.
- Saint Joseph Layette - Items to be collected through March 18th, sorting will be Tuesday, March 27th at 8:30 a.m.
- The next blood drive will be Sunday, April 29, 2007.
- St. Vincent De Paul – Assisted 10 families with financial needs.
- Lenten Mission – reception was held on the last mission day – approximately 150-175 people attended.
- Joan Tomaczycki reported that to date 7 people have volunteered to cook and 4 people volunteered to drive for the new program to assist extremely ill parishioners with meals and transportation. Another article will be placed in the paper asking for more volunteers. Jane will have a workshop for the volunteers in May.
- The Anniversary Mass and reception will be held on Sunday, April 22nd at the 10:00 a.m. Mass. 10,25,30,35,40,45,50 and up anniversaries will be recognized.
- Coffee/Donut Sunday – March 18th.
- There will be no Coffee/Donut Sunday in April because of Easter and the Anniversary celebration. Coffee/ Donut Sunday in May will be on the 20th.
- Next meeting will be on Tuesday April 17th.

Christian Worship

- Deacon Ken provided an overview of the January Worship Commission meeting.
- Deacon Ken provided a pass out from “*The Catholic Source Book*” with valuable insights for our reading and enrichment.

SCHOOL ADVISORY/PTC

NOTE: Due to our not meeting in February, March’s Parish Council meeting minutes did not include the SAC notes from February. They are included in these minutes. The March SAC minutes will be recorded when received.

Old Business

- **Marketing** - Mrs. Steele presented a draft copy of our school brochure. This brochure will include our mission statement, information about the school, and a return card for those

SCHOOL ADVISORY/PTC – CONT.

interested in further information. The brochure will be sent to households in the area, as well as area realtors.

- **Business Manager** - We welcome Patty Klecha as our new parish business manager. She begins her new position on Ash Wednesday.

Continuing School Improvements

- **Open House** - The open house held February 11th had a wonderful turnout. Several of the families showed interest in our pre-school program, as well as Kindergarten and First grade.
- **Academic Olympics** - This year every member of our 5th–8th grade forensics and math teams received a 1st, 2nd, or 3rd place ribbon. There will be an opportunity to hear a sample of the forensics team readings at an assembly on Feb. 23rd.
- **Self- study Standard X – Strategic Planning** - Mrs. Steele presented to the committee the need for a strong strategic plan. Marketing and enrollment strategies are in place but we need to look at fundraising policies and budgeting practices for the future. The committee also discussed the need for updating our wish list. Electrical upgrading is one area all present agreed needed attention. Some suggestions included more outlets in classrooms, lighting for the entrance to the parish parking lot, and better lighting outside the school gym.
- **Standard XI-Child Care/Latchkey** - Plans are in place for latchkey to be available at IC for the fall 2007 school year. The school currently does have a license in place for child-care. More information will come available as the details are worked out.

New Business

- **PTC Report** - The PTC has purchased eight new computers for the teachers' desks. Thank you PTC! The teachers are all looking forward to their updated technology.
- **Other News** - New creative writing books have been purchased for the 1st and 2nd grades. New Kindergarten creative writing books were donated with the above purchase.

CHRISTIAN EDUCATION

- The annual Women's Retreat to the Manresa Retreat House is scheduled for Tuesday, April 24th. Two presentations by Fr. Hennessy, Resurrection Living – The Power of Christ in Us.
- We will be sending out postcards reminding the community as well as parishioners of our Easter Masses. Jane will prepare the text and mail by Friday, March 24th.
- There are 73 candidates for First Communion and 52 for Confirmation.
- We currently have new candidates for R.C.I.A. for 2008.
- *"The Holy Spirit's Power"* will be the theme at Vacation Bible School this year.

STEWARDSHIP

Stewardship Meeting Minutes 3/13/2007

Fundraiser – Fish Fry successful, Dinners up so far this year for the first three dinners (about 20%) from last year. Second fryer planned to be installed on 3/16/07 to help with keeping up with the customers. 3/9/07 had lines averaging 1-hour wait. It is hoped that the second fryer will alleviate the wait.

STEWARDSHIP –CONT.

New Business

1. New Business Manager Introduction – Patty introduced herself, her first call is to the ministry. She is here to serve the staff and parishioners. Performed all jobs in a parish setting. Her experience makes her an effective business manager
2. Use of Parish Office – Patty switched her office with the library. This should make a make effective use of the current space.
3. Accounting practices – Patty is reviewing current process and practices and making improvements where applicable. Need to adapt to the 2008 cash receipt requirement from the IRS on tax deductions. She needs to also review the current documents and other materials to adapt to the archdiocese process for maintaining records.
4. Maintenance – The parish offices needs heavy cleaning. Patty will develop a plan to take action on this. Additionally, the current heating process is in dire need of replacement. Patty will put together a couple of proposals to present to stewardship.

A special meeting to complete the 3/13/07 agenda to be held on 3/19/07 @ 6:30 PM

Next scheduled Stewardship meeting 4/17/2007

VICARIATE REPORT - (From 1/17/07 and 2/7/07)

- **Parish Cluster Update** - progressing as planned.
- The Blue Water Vicariate has 5 seminarians studying at Sacred Heart Major Seminary, second highest of the vicariates – all but three have at least one seminarian.
- Willow Pond Graphics submitted the winning bid for the Vicariate website, which is up and running... www.bluewatervicariate.org
- Vicariate members were invited to the all staff meeting on March 20th. Lori and Woody will be presenting the draft budget to the pastors.
- The Archdiocese Tracking Committee will have its response to the vicars by March or April.
- Next meeting will be Wednesday, March 14, 2007 at All Saints in Memphis

NEW BUSINESS

- Welcome Patty Klecha - our new Parish Business Manager.
- There will be a “Protecting God’s Children seminar in late May or June. It is a 3-hour workshop. 200 hundred may attend. Any one who may have unsupervised contact with children should attend.
- Chris Ameel has recommended that a projector and screen be purchased for Burgard Hall. Discussion ensued as to what is the best solution – a permanent or portable system. Chris will research and supply information at the next meeting.

PASTOR’S COMMENTS

From the Diocese- There needs to be Parish level awareness for the need of priestly vocations. The Diocese recommends a Vocations Committee. Fr. David is the contact person here at I.C.

The next meeting is scheduled for Tuesday, April 17, 2007 at 8:00 p.m.

Meeting was adjourned at 9:50 p.m.

Respectfully submitted,

Liz Koerber