

**IMMACULATE CONCEPTION  
PARISH COUNCIL MEETING  
MINUTES OF TUESDAY, SEPTEMBER 13, 2005**

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

**PRESENT:** Father David, Craig Surprenant, Tony McPherson, Theresa Austin, Michelle Meldrum, Todd Bont, JoAnn Augustine, Elaine Abraham, Chris Ameel, Pat McGrath, Pieter Winne, and Karen Monsur

**STEWARDSHIP PRESENT:** Norm Augustine, Carol Johns, John O’Gara, Mike Denys, Debbie Hauer, Jerome Kendrek, Mary Kot

**NOT PRESENT:** Jim Ruemanapp

The following are the minutes of a combined Stewardship/Parish Council meeting.

I. Goals and Objectives

- a. Reviewed parish council, commissions and their relationship.
- b. Commissions meet and report to parish council. Council is responsible for all commissions.

II. Stewardship

- a. Stewardship recommends Budget Committee to meet and revise budget. We need to increase revenue and cut spending.
  - b. Stewardship recommends possibly attaching a hall fee and/or per person fee for funeral luncheons to increase revenue. It was also proposed to possibly charge a different fee for in parish/out of parish to offset maintenance and cleaning of building.
  - c. Annual financial statement approved.
  - d. Need to review contributing/non-contributing school families. (62 families who are considered “in parish” do not contribute to parish.
  - e. A letter will be drafted in regards to families who are paying the “in parish” rate of tuition.
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III. Stewardship Goals/Objectives ( See attachment)

- a. Critique fundraisers
- b. Review costs/savings
- c. Job description
- d. Building review
- e. Implement soft goals
- f. Review parishioner talent survey
- g. Land acquisition
- h. Marketing approach

IV. Awareness Sessions

- a. Review long term planning process
- b. Review parishioner survey results
- c. Set up new awareness sessions to review soft and hard goals of parish
- d. Establish new committees
- e. Last awareness session was Jan. 2001

V. Pastor's Comments

- a. Eucharistic Closing on Oct. 9 at the Archdiocese in Detroit
  - b. Parish Leadership Conference at St. Gertrude, St. Clair Shores from 6:30 – 10:00 p.m.
  - c. We need to extend a personal invitation to parishioners to join Parish Council/Stewardship.
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VI. Homework/Parish Council

- a. We need to develop goals for Parish Council. Bring three to five goals to next meeting.

Next meeting will be held on October 11, 2005 at 8:00 p.m.

**Meeting was adjourned at 9:20 pm.**

Respectfully submitted,

Karen L. Monsur

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# **The Long Term Planning Process**

- Draft a mission and vision statement
- Review the growth needs of the parish
- Brainstorm a list of topics to survey the parish
- Present the findings to the parish and survey the congregation
- Compile, categorize, and prioritize the survey results
- Assemble the resources to perform the top needs
- Present the accomplishments to the parish

## **The Extended Long Term Planning Process**

- Draft a mission and vision statement
  - Review the growth needs of the parish
  - Brainstorm a list of topics to survey the parish
  - Present the findings to the parish and survey the congregation
  - Compile, categorize, and prioritize the survey results
  - Assemble the resources to perform the top needs
  - Present the accomplishments to the parish
  - Repeat the process using the revised survey results
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