

**St. Martin Pastoral Council**  
**Meeting Minutes for Wednesday, April 19, 2023**

In Attendance: Father Doke; Council members Larry Lehman, Mariam Kuensting, Anne Rackers, Kristina McMichael-Schwant, Kathy Jarman, Ann Schulte, and Jennifer Benne; Deacons Francis Butel and Steve Kliethermes; School Principal Julie Clingman; Stewardship Chair Anne Hackman; and Finance Council Chair Bob Hackman

Not in attendance: Council members Tom Draper, Joe Pestka, Linda Oligschlaeger, Denise Brand, and Dwayne Clingman

An Opening Prayer was led by Father Doke.

**COUNCIL BUSINESS**

**Prior Meeting Minutes:** Minutes from the March 15, 2023, Pastoral Council meeting (with one spelling edit) were approved.

**Pastoral Council Elections:** The Council was still looking for candidates for the next three (3) year term; four (4) positions were open. To date, two (2) candidates had been identified: Chad Vocks and Kristina McMichael-Schwant. In an effort to identify additional candidates, Father Doke agreed to make an announcement after weekend masses. If four (4) or fewer individuals volunteered to run for the Council, the individuals would be added to the Council without an election. Elections would only be held if more than four (4) individuals were interested in the Council.

**Long Range Planning:** At this point, about two hundred and thirty (230) surveys had been returned, which was about half the parish's active families. Most of the surveys returned were from families that wouldn't have kids or grandkids in St. Martin school during the next year. Father Doke wanted to see about four to five hundred (400-500) surveys returned. The parish had about eight hundred (800) registered families.

As to the surveys returned to this point, they were about evenly split between renovating the existing church and facilities and building a new church and facilities.

To increase the number of surveys returned, an email with a link to the survey online will be sent to all the school families and one or more volunteers would be available after this weekend's masses to help parishioners fill out the survey online.

**COMMISSION REPORTS**

**Finance Council:** (Bob Hackman) Meeting participants were provided with a copy of the March 2023 Profit and Loss Statement. It was noted that at the end of March 2023 or seventy-five percent (75%) of the fiscal year, eighty-five percent (85%) of the budgeted church income was collected vs. eighty-three percent (83%) of the budgeted church expenses were expended; fifty-eight percent (58%) of the budgeted school income was collected vs. seventy-two percent (72%) of the budgeted school expenses were expended; eighty-one percent (81%) of the budgeted pre-kindergarten receipts were collected vs. eighty-four percent (84%) of the budgeted pre-kindergarten expenses were expended; and seventy-four percent (74%) of the budgeted extended care receipts were collected vs. eighty percent (80%) of the

budgeted extended care expenses were expended. Overall, seventy-nine percent (79%) of total income was collected vs. seventy-five percent (75%) of total expenses were expended. The parish is on budget.

Also, it was noted that the March Statement reflected a more than \$31,000 net operating loss. Due to the way the calendar fell this year, the March numbers reflected expense for three (3) payrolls versus only two (2) payrolls as in a typical month. The April income and expenses should balance out the year to date, and the April Statement should reflect a net operating income.

A purchase request process with a new purchase request form was implemented for all ministries except for the school, Home & School, and Picnic purchases. The school, Home & School, and Picnic ministries will have their own purchase processes.

All Pillar and Ministry leaders have provided the Finance Council with budget information for the next fiscal year. As a result, the Council was on schedule to have an approved budget for the next fiscal year by July 1, the start of the fiscal year.

**Social Concerns:** (None) Julie Clingman advised the Lenten Human Dignity Drive, sponsored by the Social Concerns Ministry in conjunction with the school, collected over three hundred (300) items and more than two hundred dollars (\$200) for donation.

**Worship and Spiritual Life:** (Mariam Kuensting) Holy week and Easter events went well. Attendance was good. There was overflow seating during the Easter Sunday masses: eighty (80) attendees sat downstairs in the cafeteria during the 7:30 am mass and ninety (90) attendees sat downstairs during the 10:30 am mass.

**School:** (Principal Julie Clingman) Julie provided the Council with a written report to include the following information:

The school was completely staffed for the 2023-2024 school year: Most of the staff was retained in the positions they'd held during the 2022-2023 school year, a couple teachers moved into positions new for them, and four (4) new teachers with experience were hired to fill the remaining positions. In addition, the school will share Helias' band teacher two (2) days a week for a few hours a day. Four (4) teachers would be leaving the school at the end of the 2022-2023 school year: Lynda Pestka, Annie Donovan, Shannon Schroer, and Christie Woehrer.

The school will be undergoing the accreditation process again beginning in July. Being accredited helps maintain the certifications of all the school's teachers; validates all diplomas, certificates, and awards given out by the school; and is required for government funding and other grant opportunities. The process involves different phases over an entire year and is undertaken every six (6) years.

- The Home & School made approximately \$23,000 on the Fish Frys and Basket raffle.
- The school archery team sent twenty-five (25) archers to the state tournament.
- The 4<sup>th</sup> grade hosted a Famous Missourian Showcase in March.
- Students were able to hatch more than seventy (70) chickens.
- Students helped the parish Social Concerns Ministry collect over three hundred (300) items and two hundred dollars (\$200) for the Human Dignity Drive held during Lent.
- 2<sup>nd</sup> graders celebrated their First Communion.

Upcoming dates of interest:

- April 21: 8<sup>th</sup> Grade Retreat
- April 24-28: Spring BOGO Book Fair
- April 25: Student Council Dress Down Day: Theme is Jersey Day
- April 27: Art Show and Auction. Auction begins at 6:30 pm
- April 28: Grandparents Day Concert @ 1:30 pm
- May 3: 6<sup>th</sup> Grade Vocation Day and May Crowning
- May 5: California Track Meet (Grades 4-6)
- May 8: Walking to Niekamp Park
- May 10: READ-A THON
- May 10: 8<sup>th</sup> Grade Farewell Mass
- May 11: 8<sup>th</sup> Grade Dismissal @ 1:00 pm
- May 12: 8<sup>th</sup> Grade Graduation @ 6:00 pm
- May 15: Summer Blast-Off
- May 16: Last Day of School. Dismissal at 11:00 am. No afterschool care.

Maintenance Updates: The screens on the gym need to be replaced.

Athletic Committee: The committee needs a liaison for basketball.

**Vocation Committee:** (Deacon Francis Butel) Since the last council meeting, letters with vocation information were sent out to Seniors and family prayer cards were sent out. A vocations related meeting with 7<sup>th</sup> graders was set for May 3.

**Stewardship:** (Anne Hackman) Lynda Pestka recently resigned from her position on the Stewardship Council, and Annette McDonald agreed to take her place as Prayer Pillar Head.

The Stewardship Council was exploring digital communications options to better communicate with parishioners regarding parish events, ministry meetings, and volunteer opportunities and provide easy access to calendars.

Various parish ministries have been busy supporting or hosting various events including First Communion, RCIA initiation, and Donut Sunday:

- On Holy Saturday, seven (7) individuals were confirmed in the faith and an additional four (4) individuals were baptized. The parish gifted each of these individuals with a wooden cross and holy water and the children baptized with a personalized framed prayer.
- On Sunday, April 16, twenty-two (22) young parishioners had their First Communion mass. Afterwards, the Foodies Ministry provided cake, cookies, and drinks at a reception for the new Communicants and their guests, and the parish gifted each Communicant a glass "My First Communion" photo frame.
- On Sunday, April 16, Donut Sunday started again after both morning masses. An estimated two hundred and fifty (250) individuals attended. Donations were collected to offset costs.
- On May 7, the Foodies Ministry is hosting a RCIA and New Parishioner Welcome brunch. Fifty-five (55) individuals have been invited, and everyone is encouraged to attend and welcome the new parishioners.

The following ministry updates were provided:

- Mass memorial reminder cards are now being sent out to individuals who have donated money for a mass intention and to the family of the individual for whom the mass is intended. Kylie Kell is leading this ministry effort.
- Missy Maurer is leading the Prayer Line Ministry.
- Cindy Bentlage is leading the New Parishioner Welcome Ministry. The first meeting was April 18.
- Deacon Kliethermes is teaching weekly PSR classes.
- Carmen Samson is leading the Youth Ministry.
- Individuals with the Maintenance Ministry are meeting with Father Doke next week to discuss upcoming maintenance and landscape/lawn projects. There are more than twenty (20) volunteers associated with the Maintenance Ministry.
- Dawn Holt, with the Women's Ministry, started a six (6) week scripture study group titled, "The Bible and the Virgin Mary."

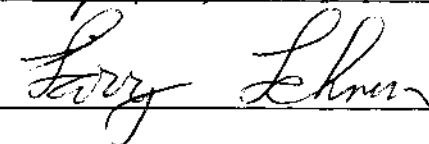
**Pastor Report:** (Father Doke) Nothing in addition to what was already covered earlier in the meeting.

The next Pastoral Council meeting was scheduled for Wednesday, May 17, 2023, at 7:00 pm.

The meeting was adjourned with a closing prayer.

Respectfully submitted by Anne C. Rackers.

Approved By:  Pastor

Approved By:  President