

Meeting Minutes
St. John Fisher Parish Council
Nov 20, 2011

Members present:

Fr. Jerry Brzezinski	Scott Kehrer
Philip Jeszke	Susan Katchka
Cecelia Karr	Howard Deal
Lane Vogt	Greg Schultz
Denice Murphy	Denene Decker
Ann Moran	Elizabeth Adams
Karl Schettenhelm	Dick Brennan
Kirsti Reeve	

Council members gathered in the Rochester Room and brunch provided by Greg Schultz.

1. Opening

The meeting was called to order by Council Chair, Scott Kehrer and Greg Schultz lead everyone in the opening prayer.

2. Finance and Development Commission Report

Paul Borucki presented an overview of the Finance and Development Commission (FDC) workings.

- Primary mission is one of support and oversight with the responsibility for maintaining financial health.
- Considerable use is made of people who need community service hours (confirmation and court ordered)
- 66% of long range replacement budget is allocated to windows, roof and parking lot (~\$1.5M)
- Since replacing the boiler and adding the Building Management System Natural Gas consumption has trended downward resulting in lower fuel expenditures even with rising prices.
- Computer managed lighting in Chapel has extended bulb life and reduced costs even after doubling the number of fixtures. The improved lighting has widen the aisles and painted the bricks.
- Over the past 5 campaigns totaling ~\$4M we have achieved 76% of goal and 82% of monies pledged were paid. ~52% of SJF families contribute to the Development campaign.
- Would like better support for New Member Welcome meetings from Parish Council members.
- Electronic Offertory have 71 families enrolled and those families represent 22% of the pledged offertory.

FDC comprises:

- Administration Building and Grounds
- Building Committee (presently dormant)
- Finance
- Boy Scouts
- Girl Scouts
- Social Committee
 - Know about the Commission and ministries
 - Participate in the Commission
 - Promote the Commission Activities

3. Discussion of October Joint Meeting and Results

Scott Kehrer led the council in reviewing and summarizing the Oct. 2011 Joint Meeting with the Pastoral Team and Commission and Ministry Heads. Based on the compilation of the worksheets

- What are the expectations for the liaisons from the PC and from the commissions? – Preliminary response is that the liaisons provide an outside view to the commissions and take ownership of the commission area for the council.
- A committee was established to define the role and expectations of the council liaisons
 - Committee members: Denene Decker (Chair), Phil Jeszke, Denice Murphy with a request to ask Megan Doyle to participate if she is willing and able.
 - Committee to have a rough draft by Jan 15, 2012 meeting. Areas to explore:
 - Role and Purpose of liaison
 - Job Description
 - Communication requirements
 - Expectations
 - Variation in implementation by Commission/ministry
 - Committee should look for examples of implementation
 - Start from the general and work towards commission specific
- An issue was raised relative to 2-way communication between the Young Adults/Oakland University/Agape group and the Larger SJF ministries. It was noted that Lisa Brown is scheduled to present at the Jan 15, 2012 meeting and that would be an excellent time to pursue the issue further.
- Specific issue raised was the need for 2-way communication between Agape and SJF Parish council.
- The need to promote inclusivity between Agape and the ministries and for Agape to perceive that their events, activities and causes are being promoted, heard and supported by the SJF family. This includes relevant communication methodologies, given the appropriate emphasis.
- Parish council liaisons (Scott, Megan, Susan) to meet with Lisa Brown prior to preparation from Jan Parish Council meeting.
- Communication improvement suggestions:
 - Use screens at the front of the chapel for a visual blessing prior to the start of Mass.
 - Define the role and expectations of the communications between the Parish Council and Agape.
 - Ensure the timeliness and importance of the information being communicated.
 - Look at other non-profits for suggestions/best practices.
- Fr. Jerry introduced a Relational Organization Chart (See attached); kudos to Laura Rangos for an excellent depiction of a difficult topic.
 - Leadership separated into Oversight and Implementation.
 - Communication is the backbone of the process.
 - Dotted lines, concentric circles and gradient colors represent the dynamic nature and interconnectivity of the organization
 - Discussion on the need to show the Vicariate/Archdiocese resulted in consensus on the chart only needed the word draft removed.
 - PR/C/V = Public Relations/Communication/Volunteerism = Evangelization.
- Second committee formed to review for new chart for compliance with the intent of Archdiocese Guidelines. Members – Scott Kehrer (Chair), Kirsti Reeve, possibly Terry Gonda.

4. PC Officers

The Archdiocese Guidelines call for three officers: Chair, Vice-Chair and Secretary. Currently the role of secretary is combined with that of the vice-chair. A short discussion led to adding the secretary position and having it staffed by an outside person. The new position would NOT be a council member or a PC officer. Time commitment would be 2.5 hours for the meeting and 1-2 hours to generate and send the minutes for a

total not to exceed 5 hours per month. Susan Katchka volunteered to find a pool of candidates from the young adult community and a suggestion was made to inquire among former PC members for their interest.

5. Holiday Luncheon

SJF meets the spirit and intent outlined in the AOD Parish Council Guidelines. The role of the council liaisons, For the Second year Ann and Larry Moran have invited the Parish Council and Pastoral Team to a Holiday luncheon at their home. Menu items were distributed and Ann has the master list. Luncheon is Sunday Dec 4 2011 at Noon, 3628 Camden CT, Auburn Hills (Heritage of the Hills); Tienken east of Squirrel.

6. PAV Summary

Together in Faith Phase II (TIFP2)

- Resubmitted answers to questions including brainstorm ideas on minimizing the impact of the priest shortage.
- Process has been frustrating due to its shifting purpose/desired outcomes.
- Exchange of best practices promised.
- Upcoming Vicariate Meetings
 - Monday Dec 5, 2011 7PM Healing Mass at St Mary of the Hills
 - Tuesday Dec 6, 2011 7PM Discussion of Archdiocese Guidelines for Parish Pastoral Councils at St Mary of the Hills
 - Tuesday Jan 3, 2012 7PM Vocations Meeting at St Mary of the Hills
 - Tuesday Feb 7, 2012 7PM Braveheart Project Explanation at St Mary of the Hills

7. Open Items

None

8. Close

The meeting was adjourned and the closing prayer was led by Phil Jeszke

Upcoming Items

PC Bulletin article for November meeting D. Murphy

PC Bulletin article for December meeting R. Brennan

Holiday Luncheon Dec 4, 2013 Noon, at Ann and Larry Moran's

PC Meeting: 11:30 AM Jan. 15, 2012 in the Rochester Room

Snack: M. Doyle

Prayer: C. Karr

New Member Welcome Thu Jan 5, 2012 8PM C. Karr and S. Kehrer.