

Our Lady of Lourdes Parish Management Team Meeting

(Parish Council and Parish Staff Management Team)



FINAL
1/26/2009

JANUARY 26, 2009 7:00PM TO 9:00PM

ST. ROBERT HALL

MEETING CALLED BY	President Jackie Neumann
TYPE OF MEETING	Parish Management Team Monthly Meeting
FACILITATOR	President Jackie Neumann
NOTE TAKER	Secretary Linda Shore
TIMEKEEPER	Secretary Linda Shore
ATTENDEES	President: Jackie Neumann; Past President: Bill Maly, Vice President: Mick Owens, Secretary: Linda Shore; Worship Staff Representative Carol Clark; Worship Representatives: Steve Tapogna, Mary Niehaus; Social Outreach Staff Representative: Sr. Maria Hill; Social Outreach Representatives: Mike Brunsman, Kevin Finn; School Representative s: Joe Cappanari, Marcia Kluesener; Fellowship & Involvement Staff Representative: Sue Broerman; Fellowship Representatives: Conrad Norby, Mark Telles; Catechetical & Evangelization Staff Representative: Carol Greulich; Catechetical & Evangelization Representatives: Amanda Boehmer, Missy Van Dulman; Finance Representative: Jim Zeller; Parish Administrator: Jim Frede; Pastor: Fr. Dave Sunberg; Deacon: Tom Westerfield.

Agenda topics

5 MINUTES	OPENING PRAYER ATTENDANCE APPROVAL OF OCTOBER 27, 2008 MINUTES	FR. DAVE SUNBERG LINDA SHORE MICK OWENS
------------------	---	--

MINUTES		REPORT FROM THE PASTOR	
DISCUSSION	Fr. Dave yielded his time to other agenda items.		
CONCLUSIONS	None		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

50 MINUTES	REPORT FROM FINANCE COMMISSION/STEWARDSHIP CAMPAIGN	JIM FREDE/JIM ZELLER/DEACON TOM WESTERFIELD
-------------------	--	--

DISCUSSION	
-------------------	--

Stewardship Campaign Update: Our Faith, Our Parish, Our Future: Deacon Tom reported that the timing of the debt reduction campaign was monumental since raising funds in today's economic climate would be difficult. Fr. Dave reported that Archbishop Pilarczyk was very pleased with OLL's results and congratulated him personally. "Everyone should follow OLL's lead."

The debt to the archdiocese has been retired and a reserve account has been started.

The 1927 Club (founded in 1927 as a way for parishioners to remember OLL in their will) – In 1995 a core group of parishioners asked parishioners to remember OLL in their wills, trust funds etc. During the past year OLL has received \$600,000 in bequests. Since this outpouring of bequests, Don Keller has agreed to help revitalize the program.

Budget: Jim Zeller reported that the finance committee is working on next year's fiscal budget. He stated that 50% of the budget subsidizes the school and comes from the collections. The budget is planned to be finalized by the end of February.

The committee is faced with two primary concerns: teacher salaries and school enrollment. The current school budget is 1.6 million. Karen Rusche is participating in the process by offering suggestions and problem solving the issues surrounding the declining school enrollment. As school enrollment drops more strain is placed on the parish budget.

Parish revenue is down from last year by \$39,000 and \$25,000 against the current budget. In order to balance the budget, Sunday collections need to meet the \$17,000 amount each week.

School revenue is down 7,000 from last year. With the onset of TMS, collections are up 12,000 which are helping monthly cash flow. The committee is trying not to raise tuition. Report cards were held for the first time in order to recoup delinquent tuition.

Debt and communication have been major concerns. Now that both of those issues have been addressed, school enrollment will be the next focus. Parish communication will focus on school expenses. Hopefully, response from the parishioners will be positive. Jim Frede stated that the parish needs to attack the demographic issue and make it work for us.

Jim also reported that the parish buildings passed the required radon testing and that no action is needed.

Form letters to state politicians are available on the Elder HS Web site requesting funds from the state Economic Stimulus Plan for improvement in the schools. The letters focus is that all schools should be offered the stimulus package, not just Public Schools.

The school open house last weekend was successful, Kdg. teachers were pleased with turn-out and interest in their program.

Complete report attached.

CONCLUSIONS		
None		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None		

MINUTES

ASSMBLY REPORTS DISCUSSION

VARIOUS

DISCUSSION
<p>Worship Commission: Reports received concerning mass time changes. Social Action: School: Fellowship: Catechetical & Evangelization: Report received from Religious Education concerning mass time changes.</p>
CONCLUSIONS
None

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

50 MINUTES

OLD BUSINESS

VARIOUS

DISCUSSION

Volunteer of the Week: Nominated

Ministry Weekend Survey: As per Sister Maria, all parishioners who expressed interest in a ministry have been contacted.

Year of the Mass: There will be a comprehensive article in an upcoming newsletter about all the YOM activities. The recent Liturgy on Tap at Champions was reportedly very successful.

Youth Ministry Discussion: Conrad Norby encouraged questions. He has an abundance of information and would be willing to share. Conrad recommended that the youth ministry be tied closely with the social action commission so both can engage in service activities. Since Conrad had to leave the meeting before it was over, he requested that questions and comments could be emailed to him at cnorby@cinci.rr.com

Change to Mass Schedule: Jackie Neumann asked that the PMT consider the recommendations from the Liturgical Commission **come** to an agreement and pass the recommendation to Fr. Dave. The proposal to decrease Sunday masses from the current 4 masses to 3 masses was initiated by the Adult Faith Formation Team as a proactive move for the future. Due to the decline in parish priests, they felt that the change would lighten the load for Fr. Dave and Fr. Ted. In addition, they felt that it would increase the sense of community during the masses and that the additional time between masses could lead to increase fellowship. The four potential Mass schedules are: (1) 7:00, 8:30, and 10:00; (2) 7:30, 9:00, and 11:00; (3) 7:30, 9:30, and 11:30; and (4) 8:00, 10:00, and 12:00. Fr. Dave provided Mass Attendance Totals for 2008: Monthly averages were: 4:00pm (368), 7:00am (120), 8:30am (232), 10:00 (442), 11:30 (321).

PMT Member Comments:

Steve Topogna: The change would capture the sense of community with more people at fewer masses, utilize gathering space, and anticipate priest shortages.

Mick Owens: Utilizing the #2 schedule would create a burden for early childhood due to the 1 hour change from 10:00 to 9:00.

Mary Niehaus: Likes an early mass because of the quiet.

Sue Broerman: Concerned with maintaining attendance, could use the recommendations as a possible contingency plan for when the shortage arrives.

Mick Owens: The correct reasons for the change need to be communicated to the parish.

Carol Clark: Concerned with the unique music groups. Expressed she would meet with each group and Mia Williams to come to an agreeable solution.

Linda Shore: Since 10:00 is the most attended Mass, changing the schedule by an hour, as recommended in #2, may be received with decreased overall attendance. She felt that the 9:00 time was too early and that the 11:00 time was too late for those attending the current 10:00am Mass. She felt the #3 recommendation to be the most viable.

Deacon Tom: Also suggested that the need to change may be premature and that waiting may be more realistic.

Carol Greulich: She sees the decision in a 2-step process. First, a decision if we should make any change at all. Then, if necessary, what would be the best times for Mass.

Rectory Christmas Party Thank You: A unanimous thank you was provided to Fr. Dave.

CONCLUSIONS

None

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Information to be gathered from church ministry groups concerning the proposal to change the Mass schedule.	PMT Representatives	February meeting

20 MINUTES

NEW BUSINESS

VARIOUS

DISCUSSION

Singles' Group Ministry: Amanda Boehmer not in attendance, discussion delayed until next meeting.

Youth Ministry Speaker: Bill Tonnis, Full Time Visitation Parish Youth Minister. He reported that he inherited an established program that made his adjustment easier. He is a staff member of the Social Action Comm., facilitates the Child Protection classes, oversees the Boy Scouts and Girl Scouts. He remarked that the parish and parish staff are supportive of his position and ministry.

His Program:

HIGH SCHOOL - 2 meetings (gatherings) per month consisting of a social atmosphere with faith content;

- 1st meeting of the month called "Somewhere", 20-35 kids in attendance, consists of a planning team with a leader, 3-4 adults, plan 2-3 months in advance, theme for this year is "Heroes", each meeting addresses the theme, starts with music from Praise and Worship, an ice breaker game that connects with theme, an activity that relates to theme, snack, a faith connection, and prayer,
- 2nd meeting of the month called "Stuff", consists of a serious faith discussion, 8-12 kids in attendance, socialize for 10 minutes, silent prayer, discussion, pastor comes for discussion,
- Starting a bible study group, but not successful to date,
- Visy Retreat, best experience of the year, as kids graduate they come back as leaders, this year 80 participants,
- Lent Event, passion play, large undertaking, 25 HS kids, rehearse after school,
- Summer mission trip to Harlen Ky., 19 HS kids, 2 college students, 5 adults, spent 1 week painting, stay at Cath. Church,

JUNIOR HIGH

- Ice cream social right after school starts, music, theme, lesson (5-10 minutes), ice breaker game related to theme, 2-3 meetings rest of year, 20 students, need adults to help facilitate, need active, participating chaperones,
- "ACTS", service group for 8th grade students goes out 3 -4 days after school, 93 out of the 110 8th grade students participate, no credit for service, "opportunity to live your faith", Soup Kitchen, West Park, Roberts school in Price Hill to tutor, Kids Café in Over The Rhine, Pregnancy Center,
- Alzheimer's Walk is kick-off for the students in the fall and MS Walk ends the ministry in the spring,
- In the summer the students teach religion to public School kids, help prepare public school students for Confirmation.

Questions:

Jim Frede- Besides the adult volunteers are you the only person on staff that addresses the youth group? "Yes."

Do you have a specific budget? "I am not aware of it. I ask about different activities etc. and am told yes or no."

Mark Telles- Are there kids outside of Visitation that attend the Visy Retreat? "Yes, from neighboring parishes. "

Carol Greulich – Are the trips to Harlen Ky. etc. paid for by the parish or kids?" Kids pay for the fees mostly themselves. We do not have fund raisers to subsidize the trips."

Nominating Committee: More information to follow.

Feast of Our Lady of Lourdes: February 8: Sign up sheet for masses to serve refreshments circulated.

CONCLUSIONS

None

ACTION ITEMS**PERSON RESPONSIBLE****DEADLINE**

None

CLOSING PRAYER BY DEACON TOM

OBSERVERS	None
RESOURCE PERSONS	None
SPECIAL NOTES	Assembly reports submitted are attached below.

Our Lady of Lourdes
Liturgical Commission

September 9, 2008

Summary of Ideas from the Possible Mass Schedule Change

The Our Lady of Lourdes (O.L.L.) Liturgical Commission received an idea from the Adult Faith Formation Team (AFFT) team about reducing the current Mass schedule to three Masses on Sunday from four. A list of possible times and the Pros and Cons of a move was presented from AFFT in a letter.

The idea was discussed on September 8, 2008 by the Liturgical Commission and a summary of the thoughts discussed are as follows:

Three potential Mass schedules could be:

7:00, 8:30, and 10:00;

7:30, 9:00, 11:00

7:30, 9:30 and 11:30;

8:00, 10:00, 12:00;

Currently O.L.L. is the only church to offer Mass at 7:00 am. Only Our Lady of Visitation offers a Mass at 7:30. Father Dave felt strongly about having an early Mass.

Because of the current programs (i.e. Early Childhood Program) and schedules in place any change would need to wait until after the school year is over (mid-summer).

Pros

Overall the idea was received in a positive manner with the Liturgical Commission, Father Dave and Deacon Tom open to the idea.

The move was seen as a "proactive" move for the future. Currently Father Ted celebrates half of the masses on Sunday but he may not always be available to celebrate Mass at O.L.L... The possibility of having an associate Pastor in the future is unlikely based on our attendance numbers. If we only have one Pastor our schedule will need to be reduced to two Masses each Sunday.

Three Masses would "lighten the load" on the Priests and make finding a substitute easier.

Cons

Change will upset Parishioners.

O.L.L. is the only Parish on the west-side to offer a 7:00 am Sunday Mass.

Eucharistic minister, lector, server, and musician / choir schedules will all need to be amended.

Currently O.L.L. has 3 distinct music programs at the 8:30, 10:00 and 11:30 Masses – which could be difficult to manage.

It would be difficult to have music at a 7:30 AM Mass.

Would a new schedule conflict with another west-side Parish?

COMMENTS ON MASS CHANGES

My wife and I agree on our choice(s) for mass schedule.

Our first choice is 8:00 - 10:00 - 12:00.

Second choice is 7:30 - 9:30 - 11:30.

I hope this is of some help.

George & Laverne Dye - 10:00 o'clock choir members

I think I had an incorrect email address for you when I sent an email yesterday - so I am re-replying!!! (Also, since my earlier email, Linda Shore sent the proposed Mass times).

My main concern is having too early of Mass times. My preference would be:
7:30, 9:30, 11:30 or 8:00, 10:00, 12:00

I would NOT have 2 Masses before 9:30 a.m. - I really think that would be a big mistake and we would lose some of our young families.

Shari

RESPONSES TO MASS CHANGE

(Solicited from those who volunteer with Liturgy of the Word with Children, Early Childhood, and Religious Ed.)

Carol, I think that for most parents with young and large families Sunday tends to be a more laid back morning. Every other day they have school, sports, etc., often quite early. Sunday morning was always a family breakfast morning for us, and then off to church. But I may be in the minority. So, from my perspective, 9 or 9:30 mass for the Children's Liturgy and Early Childhood Ed. might be pushing it. 10 o'clock seems early enough. Has 7:30 or 8, 10 and 11:30 or 12 been considered?

Just a thought.

Mary Beth

Hi Carol,

Thank you for the opportunity to give some input. I do have a few items. If they haven't been addressed yet, perhaps they can be considered.

1. I have many friends at surrounding parishes with children of age to attend Early Childhood classes and/or Liturgy of the Word programs. The sad truth is that many do not put their children in these classes in surrounding parishes due to their masses being either at 9 or 9:30 that offer these programs. I have so often heard the comment of how hard it is to get multiple children ready in the morning to attend either of these early masses so they thereby choose not to attend these programs. They often go to surrounding 10 AM masses with their kids. I even asked if these programs were at 11 or 11:30 if they would attend and their comment is that it pushes trying to get them lunch and down for naps etc. so 10 AM works so much better. They wish they had 10AM. (The first parish that comes to mind in this instance is St Jude)

I do believe that between the programs that OLL offers of Early Childhood and Liturgy of the Word, we have a very good thing going. I just hate the thought of losing parishioners to these programs that help attract children to the church. (which only serves to attract the parents). I do realize that with any change, loss can happen.

2. I also hope that perhaps some type of survey would go out to those attending our current masses. I also know of some of my parents' friends who have started attending OLL 10 AM mass as so many surrounding parishes have switched to this 9/9:30 idea. Perhaps it would be better if we were against the norm of surrounding parishes and did an 8, 10 and either 11:30 or 12. When I spoke with my Mom, she also thought this was the case with her friends who currently attend church. (I am not against the change, I just believe that with so many going to the same mass times, wouldn't OLL be better served by continuing what IS attracting some to our masses?)

3. Jeff also added to this saying that the change of mass times might also offer the opportunity for OLL to further themed masses. Perhaps one with a more modern approach (music etc) and another of more traditional organ music. This is just a short example.)

4. What about Saturday mass? Would that be staying?

That's what I have! These items may have been addressed already, but thanks for letting me bring them up just in case they were not.

Kelley Rinear

Hi Carol, I would like to see the 9:30 and 11:30 times simply due to the fact of trying to get 3 kids ready and out the door in the morning, especially on the weekend, can be a challenge at times. We usually attend the 10am mass anyway, so the 9:30 wouldn't be that much different. Thomas will be attending the Early Childhood Education next year-----any idea of what time that would be....like the earlier or later mass times? Thanks for considering our input. Kelli (Breitfelder)

Many times, due to my crazy work schedule, I need to find Mass at another parish.

Usually it means I drop a few bucks in the basket.

With high school sports, we have the same problems on some weekends, with the traveling.

I would encourage checking with the neighboring parishes mass schedules

(Use those in the PINK PAGES phonebook)

And figure times when Mass is not available at a neighboring parish.

We might get a few extra guests to attend, who might drop us a few extra dollars now and then.

I have attended 7 AM Mass for more years than I can count.

We have fewer parishioners there, each year, mostly as the "old timers" have changed to Saturday evening Mass or have moved to

A nursing home, or have died. I can name many.

Pretty soon, those of us who volunteer at 7 AM Mass will need to move

On for whatever reason and there will be no servers, ushers or distributors.

What about Saturday Mass at 4:30 PM?

Has this been discussed?

Mike Sexton

Carol,

I like the 7, 9 and 11 times. Personally, 11:30 is too late. I think people will get used to the change no matter what is decided. I remember when the times changed to the current schedule. At first it was a little difficult to get used to something different, but we all managed. Change can be a positive.

Thanks for asking for our input,

Gina (Johnson)

Carol- The 7:30, 9:30 and 11:30 sound the best to me. I just know that we have a hard enough time getting everyone up and ready to get to 10:00 mass, there's no way we could make it to 9:00 for the Children's mass.

Kim Plagge

As a member of the AFFT, we liked the 7:30, 9:30, 11:30 mass times.

Barb Adams

---I agree with a change and prefer 7, 9, and 11 c e gner

Carol: Thanks for requesting our input. We generally attend 10:00 am Mass so a move to either a 9:30 am or 9:00 am Mass option would be our preference. Milissa Frondorf

YEAR OF THE MASS
Wednesday, December 3, 2008
Parish Office Center Library

Present: Roger Adams, Bonnie Perrino Badinghaus, Paul Conway, Sr. Maria

Hill, Shari Kessler, Bill Maly

Prayer: Maria led the group in the Year of the Mass prayer.

Coordination of Welcoming Activities

After much discussion the groups thought it would be important for someone on the Core Team to put together the list of Welcoming Activities, including the groups responsible and dates. **Shari Kessler** offered to create that list from the information already gathered. If more information is needed she will contact the group that committed to that activity. **Bonnie Perrino Badinghaus** offered to help her if needed. Once that list is put together the Core Team will be able to determine what constituencies have not been addressed and whether or not there are months where there are no welcoming activities. At that point the Core Team can decide what next steps to take.

Eucharistic Adoration Material

All members loved the "Spiritual Bouquet" card that Paul created. Both Fr. Dave and John Burwinkel liked the idea. A stack of them will be placed on the Eucharistic Adoration table. **Paul Conway** will write a short explanation to be placed with the bulletin announcement about Eucharistic Adoration.

Maria distributed the text she wrote for the Eucharistic Adoration flyer. She had sent it plus some pictures to Bill Maly, who had offered to format it into a tri-fold, but for some reason Bill did not receive the attachment. The group liked the text and asked if it could be e-mailed as an attachment along with the message requesting parishioners to sign up for the 30-hour Eucharistic Adoration this weekend. **Maria** will ask Pattie Bauer to do that. **Bill Maly** will format the material into a tri-fold. If it is done soon enough, the tri-fold will be sent to parishioners by attachment instead of just the text. When the tri-fold is approved and printed a stack of them will be placed on Eucharistic Adoration table in the Gathering Space. Copies will be given to John Burwinkel to give to the Worship Commission. A notice about their availability will be placed in the bulletin. It will be e-mailed at some future date to all parishioners if it isn't ready on time to be sent by e-mail for this weekend. An article will be placed in the Newsletter. **Maria** will take care of the PR in the bulletin and newsletter.

Master List for Hosting

Bonnie will create the first draft of the list of items needed and process necessary to host dinners. She will send it around for additional suggestions. This list will be very helpful for any group charged with the task of hosting a parish meal.

Year of the Mass Newsletter Article

Maria had put together a list of Year of the Mass activities that have already taken place. **Shari** volunteered to write an article for the January Newsletter listing those activities and perhaps some spiritual learning from them. The due date is December 11.

Marketing Support

Bonnie has talked with John Deremo about marketing support for our Year of Mass activities. However, his father was dying and has since died, so she discontinued talking with him at that time, respecting his grieving process.

Website/Blog

We will keep working on getting help with our website. We will drop the idea of working on creating a blog. There are too many problems to overcome in trying to monitor it, and likely too much money involved to do it right.

Future Meetings

Meeting dates were set through May and are listed below. Members present prefer meeting in person, but there is an openness to meeting by conference call if that is preferred for any given date. These dates can be changed if they prove to be difficult for those not present at this meeting, but is important to receive that feedback immediately. All meetings are on Wednesday nights and begin at 7:00 p.m. **Maria** will find a room in the POC on these evenings.

December 17	January 7
February 11	March 25
April 22	May 27

Respectfully submitted,

Maria Hill, csj

**YEAR OF THE MASS CORE TEAM
Wednesday, January 7, 2009
Conference Call
MINUTES**

Present: Bonnie Perrino Badinghaus, Paul Conway, Sr. Maria Hill, Jackie Neumann, Mick Owens, Fr. Dave Sunberg

Prayer: Sister Maria led the group in the Year of the Mass prayer.

Coordinator of Welcoming Activities

Shari Kessler made a few calls to coordinators of various groups in an effort to discover where they were in terms of offering a welcoming activity. Amy Hopkins was waiting for an OK for their (Familia) plan. Kathy Telles was feeling they (Casserole Club) couldn't do more than they were already doing, but later in the spring of the year they may be able to do more. It will be important to let all groups that submitted plans know that we accept their plan, if they don't already know that. An apology is in order to Amy who was waiting needlessly for a response before initiating their plan. Before the next Year of the Mass Meeting **Jackie Neumann** will review the welcoming activities and prepare a list so that we can easily determine whether or not we have addressed all of the constituencies. We feel we have reached the "already faithful" very well. The Parish Newsletter is one way to reach those that don't necessarily attend Mass regularly, but it is difficult to reach that group, short of making home visits.

Liturgy on Tap

The Liturgy on Tap series has now been scheduled for January 21, February 4 and April 15, all Wednesdays at Champions on Crookshank. The speakers are close to being confirmed. **Maria** will send an ad for Liturgy on Tap to Jackie and Paul Conway so that they might write a PR piece for the Son Rise Morning Show on Sacred Heart Radio. **Maria** will place ads in the Parish Newsletter, the bulletin and the School Lowdown, as well as send an all-parish e-mail.

Parish E-mail

In speaking of the Parish e-mail capability Maria said that there is a problem in that not everyone who has submitted their e-mail address receives the e-messages sent by the parish. To date all attempts to discover the reason have failed. If that system worked, Fr. Dave would like to send a weekly parish update. It was agreed that **Maria** would bring up this issue at the next Staff Meeting. **Maria** will also check the Ministry volunteer list to see if anyone offered services in the area of computers.

Eucharistic Adoration

Jackie drafted a letter she wishes to submit to the Son Rise Morning Show on the 30-hour Eucharistic Adoration times at Our Lady of Lourdes. She will ask Fr. Dave to look at it and when he signs-off on it she will send it to Sacred Heart Radio, hoping they will do a commercial for us.

Fr. Dave indicated that his preferences for advertising the Eucharistic Adoration tri-fold are to write another article for the Newsletter, write another bulletin blurb about both the gift card and the tri-fold. It was also decided to stuff the bulletins with an open tri-fold, rather than a folded one, so that it won't easily fall out. The weekend we would like to do that is February 7-8, one week before the next 30-hour Eucharistic Adoration event. **Maria** will ask Bill Maly if he could run another 800 for use in stuffing bulletins. That weekend there will be both a pulpit and bulletin announcement about the sheet. **Jackie** will write both of them.

Web-site

Bonnie Perrino Badinghaus' brother-in-law will be working on updating Angel's Touch web-site. Two members of her staff will learn how to set one up and maintain it. **Bonnie** is willing to share a member of her staff to help Our Lady of Lourdes update their web-site, when they become trained sufficiently to do that. Both **Bonnie** and **Maria** have comments to share on our current web-site and they agreed to send those comments to **Jackie**, who is accumulating comments. Previously both Mick Owens and Paul shared their comments. Maria mentioned that about two years ago Sue Broerman, Carol Greulich and she worked on updating the web-site. However, it didn't materialize because our webmaster wasn't able to implement it. **Maria** will add the OLL web-site to the Parish Staff agenda at its next meeting.

Master List for Hosting

Bonnie will complete the first draft of the Master List, send it to all members of the Core Team for review, revise it accordingly and have the final draft ready for the next meeting.

Newsletter Article on YOM Activities that have Already Occurred

The article on YOM activities that have already occurred will be in the February Newsletter since there was not room for it in the January issue. **Jackie** will add items to update it, as well as make it clear to readers that the Year of the Mass Mission will continue even beyond this first year. When the update is completed she will submit it to Sue Broerman, who is in charge of the Newsletter.

Plans for Next Year

Several tag line ideas were offered for the second year emphasizing The Mass. (*See the agenda for the rest of the list.*) Those that were mentioned as preferred by some members are as follows:

- Beyond the Year of the Mass
- The Mass is Never Ended (copyright issues?)
- The Year of the Mass: Today and Tomorrow
- Living and Loving the Mass
- To Love and Serve the Lord

Mick Owens will contact the publisher of the book, The Mass is Never Ended, to find out whether or not we would be allowed to use the title the book as a tag line.

Paul Conway and other members indicated that it would be important to continue to keep the same name, Year of the Mass, in speaking of the program. A different sub-title or tag line could be added to differentiate it from Year 1.

Most probably a new prayer and petition would be written. Once we name the title and tag line for the second year, we will contact Dee Fagedes to discuss revising the logo or keeping it the same.

Since Fr. Ted frequently forgets to lead the congregation in the Year of the Mass prayer, *all members* agreed to remind him if they were ever in a position to do so before Mass.

Next Meeting

The next meeting is Wednesday, February 11 at 7:00 p.m. in the POC Library.

Respectfully submitted,

Maria Hill, csj

Finance Committee December 15, 2008 Meeting

- We are awaiting all of the paperwork to go through, but as mentioned at the last meeting, we had hit our \$2 million debt reduction goal. We have paid off most of the debt as has been noted in Jim Frede's updates and now will have money to build up some reserves for emergencies. Congratulations to the entire Parish.
- Sunday collections for the year still remain an area of concern. Currently we are running nearly \$30,000 down against budget and last year, and our Sundays have caught up (we had an extra Sunday last year.). We need to average \$17,100 per week to hit our budget, which ensures good cash flow and allows us to pay all of our bills. Understanding that we are going through a touch economy at this time, it is important that we are able to maintain the momentum from last year and keep our collections up so we can avoid the debt situations of the past.
- As many are aware, our enrollment has been in decline for quite some time. Over the last eight years we have seen school enrollment drop from 656 students in 2000, to our current number of 390, an average of 30 students per year. It is of the highest importance that we focus more attention on building the enrollment numbers back up.
- TMS (tuition management system) continues to work well in its first year of implementation. There have been some families that have fallen behind on there payments, causing us some concern and we will continue to monitor the situation.
- The Church roof is scheduled for its repairs in January, weather permitting.
- Next meeting is Monday January 19.

Finance Committee Meeting January 2009

- We spent a large portion of time discussing the budget for next year. Historically, about 50% of all parish revenues go to subsidizing the school. With this in mind, much of the attention was spent discussing the school side of the budget. Consideration was given to the anticipated enrollment for next year and what impact that would have on the rest of the budget. We will continue working the budget over the next meeting in order to have a sound fiscal presentation at the March PMT meeting.
- Don brought up reinvigorating the 1927 Society. All seemed to agree that it is time to get this up and running again. Ideas were considered for start up and how to continue the follow-up portion. This will be discussed further at a future meeting.
- Jim Zeller is serving his last term as representative of the finance committee to the PMT. Joe asked members to consider running for this position for the next fiscal year.
- Parish revenues for the year are down \$39,500 compared with last year, and down \$25,000 against budget. A decrease in Sunday offerings makes up the majority of this figure. Certainly the tough economy has much to do with this. However, it is important that we hit our weekly contribution numbers in order to pay our expenses and avoid the debt issue that we have so successfully overcome. Parish expenses remain within budget.
- School revenues are down only \$7000 from last year, however, tuition collections are up \$12,000. Certainly TMS has helped. Unfortunately, tuition collections are still down \$127,800 against budget which is causing a cash flow problem. This will continue to be reviewed at the next meeting. School expenses are within budget.
- Next meeting is Monday February 16.

