

OUR MISSION:

To be Christ for one another, living the commandment of Jesus: "As I have loved you, so you should love one another. This is how all will know that you are my disciples, if you have love for one another."

St. Charles Borromeo Catholic Church
Parish Pastoral Council
January 9, 2007, 7:00 – 8:30 p.m.
Parish Rectory Basement

Attendees: Fr. Hunke, Paula Betzold, Phyllis Brunken, Kevin Donahue, Chad Kathol, Jerry King, Stacey Kozisek, Ryan Novacek, Tom Parr, Chris Vos, Corey Watton

Absent: Candy Higgins, Dawn Vondra,

The meeting was called to order by President Jerry King.

Opening prayer was led by Phyllis Brunken.

⇒ **Minutes**

- The December 12, 2006 minutes were approved by the committee
- The minutes of the Building/Planning, Finance and PPC will be posted on the website soon.
- A group picture will be taken at the February meeting.

⇒ **Building/Planning Committee Report**

- The focus of this report centered on the recent Town Hall Meeting. The limited feedback, at that point, was very positive. Roughly 125 – 130 people attended.
- Once the survey results are compiled, it was recommended that a follow-up meeting be held, possibly after Masses to communicate this information.
- The Finance committee is conducting a study of operational costs for a school. Anticipated completion date is March.
- The "next step" would be to communicate the timelines and options to the community.
- Father will keep the community posted on where we are at since there are several unknowns.

⇒ **Religious Formation**

- The Children's Liturgy of the Word is now offered at the 11:00 Mass. Father is pleased to see the high volume of parental involvement with this program.
- First Reconciliation at St. Pat's in Gretna and the Reconciliation Service at Beadle went really well.

⇒ **Feed My Sheep Campaign**

- Ninety-six households participated in this campaign, which exceeded the goal of the campaign by \$1,000.

- This is a great accomplishment given that this was on the heels of the capital campaign.

- ⇒ **Finance Committee Report**
 - Bill Walters reviewed the minutes of the December Finance Committee meeting.
 - Fr. Hunke reviewed the collection amounts and various account statuses.

- ⇒ **Membership Activity**
 - There are several new volunteers who will be appearing on the next Liturgical Ministry schedule.

- ⇒ **Fundraising Policy**
 - The Parish Fundraising Policy is currently being written.
 - A preliminary draft of the Policy was distributed and discussed in conjunction with lengthy discussion of scenarios and recommendations.
 - A subcommittee of the PPC will be formed to approve or deny the fundraiser. If you are interested in serving on this committee, please let Jerry know.
 - Any type of fundraising on behalf of SCB, whether it is monetary or collecting donations, will need prior approval by this committee.
 - Upon approval of the policy, the community will be notified via bulletin and website.

- ⇒ **Pastor's Report**
 - The weekly bulletin will be revised to reflect the traditional church bulletin. Financially this is a win-win situation for everyone.
 - The new format will debut on Palm Sunday.

- ⇒ **Calendar**
 - Stacey & Jerry will create the 2007 Calendar for the Council.
 - Dates for several events were discussed and decided upon.
 - If you wish to add anything to the calendar or would like to volunteer to lead prayer during future meetings, please let Stacey know.
 - The term expires for four PPC members this year. The nomination process and timeline was discussed and decided upon.
 - A PPC Nomination Committee will also be formed. If you are interested in serving on the committee with Jerry & Stacey, please let Jerry know.

- ⇒ **Closing Prayer:** Phyllis Brunken concluded the meeting with closing prayer.

- ⇒ **Meeting Adjournment:** Jerry King adjourned the meeting.

- ⇒ **Next Meeting:**
 - When: Tuesday February 13, 2007
 - Times: 7:00 – 8:30 p.m.
 - Where: Rectory Basement
 - Prayer/reflection volunteer: Paula Betzold

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St. Charles Borromeo Catholic Church
Parish Pastoral Council
February 13, 2007, 7:00 – 8:30 p.m.
Parish Rectory Basement

Attendees: Fr. Hunke, Paula Betzold, Phyllis Brunken, Kevin Donahue, Candy Higgins, Jerry King, Stacey Kozisek, Ryan Novacek, Chris Vos, Dawn Vondra,

Absent: Chad Kathol, Tom Parr, Corey Watton

The meeting was called to order by President Jerry King.

Opening prayer was led by Paula Betzold.

⇒ **Minutes**

- The January 9, 2007 minutes were approved by the committee

⇒ **Building/Planning Committee Report**

- There was not much activity on this committee over the past few weeks.
- Community Survey
 - The surveys are currently being compiled followed by an Executive Summary, which will be shared to the attendees of the next town hall meeting.
 - There were 131 surveys completed out of a possible 500 members eligible to complete.
 - A variety of comments were written on the surveys that were sincere, thought provoking, taken seriously, well thought out and thorough.
- Additional Capital Campaign
 - The additional campaign is being launched to market the new parishioners and to those who were unable to contribute to the initial campaign. The campaign will run from March 9 thru April 19.
 - There are currently 52 new members to solicit.

⇒ **Finance Committee Report**

- In regards to financial integrity, the finance committee is actively working to reassure the community that there are internal controls of the church finances.
- Bill Walters will let the PPC know what those policies and procedures are that are will be in place at the next meeting.
- The PPC is charging the Finance committee to issue an annual report to the community.
- The PPC will review the 2007-2008 budget for the parish in May.

⇒ **Ministry Contacts**

- The flyer that illustrates the ministry contacts has been distributed to the community and is now included in the welcome packets.
- Kevin Donahue will head a committee to establish guidelines that defines “parish ministry”. If you are interested in helping Kevin with this, please let him know.

⇒ **Calendar**

- PPC calendar has been put together and distributed to the committee. If you have items that need placed on the calendar, please let Stacey know.
- The parish activity calendar is now available on the website.
- Paula recommended that a hardcopy of the calendar be visible somewhere in the rectory. She will discuss this recommendation with Diane Boni.

⇒ **Fundraising Policy**

- A preliminary draft of the Policy was distributed and discussed in conjunction with lengthy discussion of several scenarios and recommendations.
- Upon approval of the policy, the community will be notified via bulletin and website.

⇒ **How are we growing?**

- Father reported that we currently have 275 families.

⇒ **Parish Council Membership**

- There are 4 members whose term will expire in June 2007 – Chris Vos, Chad Kathol, Stacey Kozisek and Corey Watton. Nominations will be taken thru March, with elections held in April. Announcements will be made in the bulletin thru March.
- Tom Parr will also leave the committee in June. Father will appoint a replacement to complete his term.
- Stacey Kozisek’s term as APC delegate expires on June 1st as well.

⇒ **Fall Retreat**

- The Fall Retreat is tentatively scheduled for September 8 in Gretna.
- Chris asked that we think on a theme and speaker and let him know.

⇒ **Pastor’s Report**

- We received the signed guidelines from the Archbishop.
- The Stations of the Cross plaques are paid for and engraved with the names of the donors. They will be hung in the chapel before Ash Wednesday.

⇒ **Closing Prayer:** Paula Betzold concluded the meeting with closing prayer.

⇒ **Meeting Adjournment:** Jerry King adjourned the meeting.

⇒ **Next Meeting:**

- When: Tuesday March 13, 2007
- Times: 7:00 – 8:30 p.m.
- Where: Rectory Basement
- Prayer/reflection volunteer: Candy Higgins

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St. Charles Borromeo Catholic Church
Parish Pastoral Council
March 13, 2007, 7:00 – 8:30 p.m.
Parish Rectory Basement

Attendees: Fr. Hunke, Paula Betzold, Phyllis Brunken, Candy Higgins, Jerry King, Stacey Kozisek, Ryan Novacek, Chris Vos, Dawn Vondra, Chad Kathol, Corey Watton

Absent: Kevin Donahue, Tom Parr

The meeting was called to order by President Jerry King.

Opening prayer was led by Candy Higgins.

⇒ **Minutes**

- The February 13, 2007 minutes were approved by the committee

⇒ **Survey Summary**

- Phyllis distributed and reviewed the results of the January 7, 2007 town hall meeting survey.
- This information will be shared with the parish community at the next town hall meeting.

⇒ **Finance Committee Report**

- Bill Walters gave the Council an update on the Finance Committee.

⇒ **Fundraising Policy**

- The Fundraising Policy has been temporarily approved.
- Jerry will discuss this form with Jim McCune, as business manager, before officially approving.

⇒ **Calendar**

- There were a few items added to the PPC calendar.

⇒ **Parish Ministry**

- Extensive conversation revolved around coordination, soliciting volunteers and overall responsibility for all of the parish ministries.
 - Questions that were discussed at length:
 - Do we designate a person/team to facilitate volunteers and ministries?
 - How do we coordinate ministries?
- Jerry will ask Kevin to talk to other parishes to see how they have facilitated this process as a new parish.

- Phyllis and Diane have compiled a list of members who has expressed interest in volunteering in a specific ministry. They will extract the list and distribute to the appropriate ministry chairs with the request to contact those individuals.
- A Ministry Fair will be held in July, during the annual picnic. Candy Higgins will coordinate this event.

⇒ **Fish Fry Update**

- The first fish fry was a success – roughly 300 people were served.

⇒ **Parish Council Membership**

- There are 4 members whose term will expire in June 2007 – Chris Vos, Chad Kathol, Stacey Kozisek and Corey Watton. Nominations will be taken thru March, with elections held in April. Announcements for nominations will be made in the bulletin thru March.
- Tom Parr will also leave the committee in June. Father will appoint a replacement to complete his term.
- So far, one nomination has been received.

⇒ **Annual Picnic**

- The Annual Picnic is scheduled for July 8th.
- Chris Vos, Candy Higgins, Dawn Vondra, and Stacey Kozisek will represent the Council on the planning committee. Chris will coordinate with the Knights and will schedule a separate meeting to plan this event.
- Several ideas for activities and food for the picnic were given and discussed.
- The Council decided that alcohol will not be allowed at the picnic.

⇒ **Connections/Interactions with other Committees**

- In regards to handling confidential information it was decided that pages with confidential items that are reviewed by the Council will not be retained by the members, instead they will be returned to the distributor.
- The heads of the main committees should get together to clearly define the roles and responsibilities of the Building/Planning, Finance, Parish Council and Father Hunke throughout the building process. Father will talk with the Diocese to see if they have any guidelines for us to potentially use.

⇒ **New Families/Capital Campaign**

- Father reported that we currently have 275 families.
- A capital campaign is being held to target the new families that were not solicited during the initial campaign.

⇒ **Leadership Retreat**

- This retreat, for members of the Building/Planning, Finance and Parish Council will be held on September 8 at St. Patrick's in Gretna.
- Potential facilitators for the event included - Steve Narans or Fr. Jerry Gonderinger, the founding pastor of St. Stephen's.

⇒ **Pastor's Report**

- The pros and cons were discussed if a school was constructed first.

- A lengthy discussion focused on the relationship some parishioners have with St. Charles and other Catholic Schools in the area.

⇒ **Closing Prayer:** Candy Higgins concluded the meeting with closing prayer.

⇒ **Meeting Adjournment:** Jerry King adjourned the meeting.

⇒ **Next Meeting:**

- When: Tuesday, April 10, 2007
- Times: 7:00 – 8:30 p.m.
- Where: Rectory Basement
- Prayer/reflection volunteer: Tom Parr

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St. Charles Borromeo Catholic Church
Parish Pastoral Council
April 10, 2007, 7:00 – 8:30 p.m.
Parish Rectory Basement

Attendees: Fr. Hunke, Paula Betzold, Phyllis Brunken, Kevin Donahue, Candy Higgins, Chad Kathol, Jerry King, Stacey Kozisek, Ryan Novacek, Tom Parr, Dawn Vondra

Absent: Chris Vos, Corey Watton

The meeting was called to order by President Jerry King.

Each member shared their Lenten/Easter reflection in lieu of opening prayer.

⇒ **Minutes**

- The March 13, 2007 minutes were approved by the committee

⇒ **Finance Committee** - no report since committee did not meet

⇒ **All Committee Meeting**

- Dialog centered on how to share the information and how much information to share with the community at the next town hall meeting.
- The three committees decided on what recommendation to make to the community.
- The underlying need is that we need to communicate to the community that we will get going on something and give a timeline as to when to get started.
- Father will update the Archbishop on the history of the process, where we are going at this point, and why we have made our initial decision.
- St. Pat's in Gretna have created an exploratory committee to research whether their parish could support a school. An option they are considering is to jointly build a school with St. Charles. This is only an option that is being considered.

⇒ **Annual Picnic Planning Committee**

- Candy Higgins updated the council on several ideas that were discussed at the most recent planning meeting.
- The Picnic Planning committee will meet again in May to continue to finalize the celebration.

⇒ **Fundraising Policy**

- Jerry will talk with Jim McCune about the fundraising policy.

⇒ **“Signature” Event**

- Tom Parr and Kevin Donahue would like to begin a St. Charles Borromeo tradition that would become our annual “signature event” that everyone can look forward to attending each year, an activity like Mary Our Queen’s fish fry.
- An idea that is being considered is a chili cook-off with silent auction, while inviting other parishes to participate.
- The ultimate goal is to create more visibility for St. Charles Borromeo as a Catholic parish within the community.
- The PPC was very supportive of their idea.
- Tom and Kevin will continue planning and will update the committee at the next meeting.

⇒ **Calendar**

- The Parish Calendar is on the website therefore it is available to anyone.

⇒ **Hy-Vee**

- Dawn Vondra recommended that St. Charles places a public “Thank You” to Hy-Vee by giving them a plaque for their “Wall of Fame”.
- Hy-Vee has been extremely gracious to SCB over the past year and this is another gesture of thanks to them.

⇒ **Parish Council Elections.**

- There are 4 members whose term will expire in June 2007 – Chris Vos, Chad Kathol, Stacey Kozisek and Corey Watton.
- Nominations have been taken and elections will be held the weekend of April 22nd.
- Chad Kathol, Dawn Vondra and Jerry King will collect the ballots at each of the weekend Masses.

⇒ **Pastor’s Report**

- Father talked to Lee Carr to find out if the Archdiocese had any guidelines and how to facilitate the building process between the Finance Committee and Parish Council.
 - Mr. Carr’s recommendation was quite simple: The PPC points a direction for the parish; Finance Committee works with the numbers to support that direction.
 - Everyone needs to continuously be cautious and aware of each other’s direction. The ultimate goal is checks and balances.
- A meeting is scheduled for next week to discuss the second leg of the capital campaign.
- Father commended Jackie Schuler and Amanda Hoeke on the superb leadership of the Religious Formation program.

⇒ **Education**

- Jerry distributed the article “Giftedness and Community” for the council to take home, reflect and pray on at their leisure.

⇒ **Closing Prayer:** Tom Parr concluded the meeting with closing prayer.

⇒ **Meeting Adjournment:** Jerry King adjourned the meeting.

⇒ **Next Meeting:**

- When: Tuesday May 8, 2007
- Times: 7:00 – 8:30 p.m.
- Where: Rectory Basement
- Prayer/reflection volunteer: Stacey Kozisek

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St. Charles Borromeo Catholic Church
Parish Pastoral Council
May 8, 2007 7:00 – 8:30 p.m.
Parish Rectory Basement

Attendees: Fr. Hunke, Paula Betzold, Phyllis Brunken, Candy Higgins, Jerry King, Stacey Kozisek, Ryan Novacek, Dawn Vondra, Chris Vos

Absent: Kevin Donahue, Chad Kathol, Tom Parr, Corey Watton

The meeting was called to order by President Jerry King.

Prayer/reflection was led by Stacey Kozisek.

⇒ **Minutes**

- The April 10, 2007 minutes were approved by the committee

⇒ **2007-2008 budget proposal review/approval**

- Jim McCune distributed the 2007-2008 budget proposal to the council. As he reviewed and explained the numbers, he also addressed the questions/concerns that the PPC members posed.
- Jim recommended that next May the PPC and Finance Committee hold a joint meeting to discuss the 2008-2009 budget.

⇒ **Town Hall Meeting Discussion**

- The overall feedback and comments regarding the town hall meeting was positive.
- There is a sense of urgency within the community in beginning the construction process.

⇒ **Finance Committee**

- Bill Walters summarized that the Finance Committee meeting content was the 2007-2008 budget.

⇒ **Parish Council Elections**

- There are 4 members whose term will expire in June 2007 – Chris Vos, Chad Kathol, Stacey Kozisek and Corey Watton.
- Election results stated that Jeff Goeser, Stacey Kozisek, Chris Vos, and Connie Wishard will represent the parish for the next 3 years.
- A recommendation for next year is to insert pictures of those running for committees with the biographies.

- A handful of the ballots were not completed correctly. It was decided that those ballots would be included in the election results. A recommendation for wording for next year's ballots should include "Vote for No More than ___ Individuals"
 - It was questioned whether or not Tom Parr will continue serving on the committee. Stacey Kozisek will discuss with Tom.
- ⇒ **Parish Council Officer Elections**
- Elections of 2007-2008 officers will be held at the June meeting. The 2006-2007 committee members will be eligible to hold an office during the 2007-2008 year.
- ⇒ **Parish Picnic Update**
- The committee will meet again on May 29 to continue planning.
 - Chris summarized what activities have been planned at this point.
- ⇒ **Thank You's**
- Dawn Vondra is working on creating a plaque to thank Hy-Vee for their generosity over the past few year.
 - Phyllis will create a "Certificate of Appreciation" for the outgoing PPC Members.
- ⇒ **Fall Retreat** – Discussion tabled until next month
- ⇒ **Chili Cook off** – Discussion tabled until next month
- ⇒ **Website** - A dedicated team will now update the parish website on a daily basis.
- ⇒ **Religious Formation**
- It was recommended that the RF coordinators attend the July PPC meeting to update and review the RF program.
- ⇒ **Pastor's Report**
- Father will be meeting with the Archbishop to discuss the proposed building plans and timeline.
 - He also summarized some of the cosmetic issues with the rectory – landscaping and water leaks in the chapel.
 - The Knights of Columbus won 2nd place for "Council of the Year" this year.
- ⇒ **Closing Prayer:** Stacey Kozisek concluded the meeting with closing prayer.
- ⇒ **Meeting Adjournment:** Jerry King adjourned the meeting.
- ⇒ **Next Meeting:**
- When: Tuesday June 12, 2007
 - Times: 7:00 – 8:30 p.m.
 - Where: Rectory Basement
 - Prayer/reflection volunteer: Dawn Vondra

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St. Charles Borromeo Catholic Church
Parish Pastoral Council
June 12, 2007 7:00 – 8:30 p.m.
Parish Rectory Basement

Attendees: Fr. Hunke, Paula Betzold, Phyllis Brunken, Kevin Donahue, Jeff Goeser, Candy Higgins, Chad Kathol, Jerry King, Stacey Kozisek, Mel Schrader, Dawn Vondra, Chris Vos, Connie Wishard

Absent: Ryan Novacek

The meeting was called to order by President Jerry King.

Prayer/reflection was led by Dawn Vondra.

⇒ **Minutes**

- The May 8, 2007 minutes were approved by the committee

⇒ **Welcome New Members & Recognizing Departing Members**

- Jeff Goeser, Mel Schrader and Connie Wishard were welcomed as new members of the Council.
- The departing members: Chad Kathol, Tom Parr, and Corey Watton, were given a Certificate of Appreciation for their time and dedication to the Council.

⇒ **Election of 2007-2008 Officers**

- The current officers unanimously re-elected for the 2007-2008 year.
- Jerry King will continue as President; Dawn Vondra will serve as Vice President and Stacey Kozisek will maintain her duties as Secretary.

⇒ **Reports**

- *Web-site*
 - Father Hunke updated the committee on the status of who is responsible for keeping the website updated.
- *Building/Planning Committee*
 - Father spoke with the Archbishop about our plans. He fully supports our decision to begin building the parish center and the shell of a full-size gym, followed by the school. Ideas to publicize our master plan were discussed.
- *Religious Formation*

- Vacation Bible School had 49 children registered with 12 adults and 10 junior helpers volunteered to assist with VBS this year.
- It was recommended that the RF co-chairs, Amanda Hoeke and Jackie Schuler, attend the next meeting to give the Council an update on the RF Program. Stacey will extend the invitation to them.

➤ *Finance Committee*

- Bill Walters updated council with the Finance Committee.
- In order to ensure financial accuracy of Capital Campaign results, two committees will be formed.
 - The primary responsibility of the first committee will be to ensure that the donations pledged match donations received. This committee will also notify those who have committed to pledge and have not yet donated. Kyle Salem and Tom Pliess are spearheading this committee.
 - The second committee will be responsible for the day-to-day reporting and accounting of funds.

➤ *Annual Picnic*

- Chris Vos, Candy Higgins and Paula Betzold informed the committee on the plans for the upcoming picnic.
- The purpose of this picnic has been expanded beyond building fellowship through just a meal. Ministry fair, games, face painting, a cake walk, and t-shirts have been added. The meat and buns have been donated, as well as prizes for the games. The profit from the t-shirt sales will assist in defraying the cost of renting the tents.

⇒ **Fall Retreat**

- Jerry King and Mel Schrader will assume the planning duties from Chris Vos.
- Fr. Gonderinger will facilitate.
- Chris Vos will order the food.
- The retreat will be held in Gretna in September for the building/planning, finance committee and parish council.

⇒ **Thank you to St. Pat's**

- The Parish Council will send a Thank You card to Fr. Grewe and his administrative assistant, Tina for their hospitality, generosity and support of St. Charles over the past couple of years. Stacey will pick up a thank you card for the PPC council to sign at the next meeting. We will also give each of them a gift card for them to use personally.

⇒ **Parish Membership**

- Membership has not changed much over the past few months.
- Attendance and collections are as expected or a bit better. This is good, since it is the summer months.

⇒ **Chili Cook off**

- Kevin updated the council on the intent of the planned chili cook-off. He and Tom Parr have not had the opportunity to meet to discuss further.

⇒ **Pastor's Report**

- Father has asked that any gifts and/or material contributions planned to be given to the parish go through the Pastor and the Parish Council first. The intent is to ensure the planned gift is what the church needs at that time.

⇒ **Miscellaneous**

- The fundraising policy will be up for approval at the next meeting.
- Jerry will ask the other committees chairs to announce new and continuing members, and elected officers to the parish community.

⇒ **Closing Prayer:** Dawn Vondra concluded the meeting with closing prayer.

⇒ **Meeting Adjournment:** Jerry King adjourned the meeting.

⇒ **Next Meeting:**

- When: Tuesday July 10, 2007
- Times: 7:00 – 8:30 p.m.
- Where: Rectory Basement
- Prayer/reflection volunteer: Candy Higgins

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St. Charles Borromeo Catholic Church
Parish Pastoral Council
August 14, 2007 7:00 – 8:30 p.m.
Parish Rectory Basement

Attendees: Fr. Hunke, Paula Betzold, Phyllis Brunken, Kevin Donahue, Jeff Goeser, Candy Higgins, Jerry King, Stacey Kozisek, Ryan Novacek, Mel Schrader, Chris Vos, Connie Wishard

Absent: Dawn Vondra

The meeting was called to order by President Jerry King.

Candy Higgins led the group in prayer/reflection.

Guest speakers for this meeting were Amanda Hoeke and Jackie Schuler, co-directors of the Religious Formation Program. The ladies presented an overview of the RF program and activities, what they have done and the plans for this coming year.

⇒ **Minutes**

- The June 12, 2007 minutes were approved by the committee

⇒ **Annual Parish Picnic**

- Chris Vos summarized the results of the day:
 - Approximately 380 people were fed.
 - \$1600 in total expenses; Income included \$800 from T-shirt sales, donations, Charlie's Angels and \$400 donation from the Knights of Columbus.
 - Games & cake walk were well received.
 - Several new volunteers signed up for ministries as a result of the ministry fair.
 - Thank you notes were sent to the donors.
- Please notify Chris of any recommendations or ideas for next year's picnic, which is scheduled for June 29, 2008.

⇒ **Reports**

- *Building/Planning Committee*
 - Father Hunke, Jerry King, and Joe Lempka met with BCDM to create a master plan. The plan was sent to the Archbishop for approval last week.
- *Finance Committee*
 - The Finance Committee is looking at the 2006 pledges to follow-up and forecast future pledges.
 - Letters, based on each family's status of donation pledges, will be sent shortly in regards to the Capital Campaign. Thank you letters will be sent to those who have already completed pledge obligation or are current on their donations. EFT

will be given as an option to those who are not currently utilizing this option. The goal of this review is to ensure that the Finance Committee continues to receive up to date and accurate data.

- So far, about half of the pledges so far have been collected.

⇒ **Fall Retreat**

- Jerry King and Mel Schrader are coordinating the retreat.
- The retreat will be held in Gretna on September 8 for the building/planning, finance committee and parish council members.

⇒ **Chili Cook off**

- Kevin Donahue reported that the Cook off is tentatively scheduled for October 20 at Bellbrook, after Mass.
- Preliminary thoughts include charging a minimum admission fee for the attendees, offering booths with a theme, and prizes for the best chili.
- Given the nature of the event, the Council recommended that this event be geared toward adults only.

⇒ **Social Justice Committee**

- Father Hunke, Ed and Marie Carlin, Mel Schrader, Kathy Sommers, Jane King, and Pat Kaffrey from Omaha Together One Community have formed a committee to determine what Social Justice means to St. Charles Borromeo Parish.

⇒ **Thank you to St. Pat's**

- The Parish Council has sent a thank you card to Fr. Grewe and his administrative assistant, Tina for their hospitality, generosity and support of St. Charles over the past couple of years. We will also include a gift card for them to use personally.

⇒ **2007-2008 Goals and Objectives**

- If you have any goals and/or objectives to recommend for the PPC during the next fiscal year, please notify Jerry.

⇒ **Website Committee**

- Jerry has formed a committee to redevelop the website, with the goal to be unique, functional, and easy to navigate/find items.
- The members include Phyllis Brunken, Stacey Kozisek, Dawn Vondra, and Diane Boni. Steve Schuler has volunteered his time, talent and resources to program and host the website.
- When the time comes authorization to specific members on committees to post information on the website will be given, easing the 'bottleneck' of timely postings.
- Ideas for the website are encouraged!
- The home-page should be completed within one month, with enhancements to follow.

⇒ **Fundraising Policy**

- This topic was tabled until the next meeting

⇒ **Pastor's Report**

- We are right at 300 families.

- Father will keep us posted on the status of the Archdiocese Building Commission meeting.
- Boulevard of Trees will be planted in September.

⇒ **Closing Prayer:** Candy Higgins concluded the meeting with closing prayer.

⇒ **Meeting Adjournment:** Jerry King adjourned the meeting.

⇒ **Next Meeting:**

- When: Tuesday September 11, 2007
- Times: 7:00 – 8:30 p.m.
- Where: Rectory Basement
- Prayer/reflection volunteer: Kevin Donahue

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St. Charles Borromeo Catholic Church
Parish Pastoral Council
September 11, 2007 7:00 – 8:30 p.m.
Parish Rectory Basement

Attendees: Fr. Hunke, Paula Betzold, Phyllis Brunken, Kevin Donahue, Jeff Goeser, Jerry King, Stacey Kozisek, Ryan Novacek, Dawn Vondra, Chris Vos, Connie Wishard

Absent: Candy Higgins, Mel Schrader,

The meeting was called to order by President Jerry King.

Kevin Donahue led the group in prayer/reflection.

⇒ **Minutes**

- The August 14, 2007 minutes were approved by the committee

⇒ **Website**

- Jerry presented the new layout of the homepage of the revised website.
- The Council gave a lot of positive feedback and suggestions for enhancing the site layout and data.
- The Website Committee hopes to have the new site 'live' within two weeks.

⇒ **Building/Planning Committee Update**

- Ryan Novacek reported that this committee has not met recently, therefore there was no report.

⇒ **Chili Cook off**

- Kevin Donahue reported that the Cook-Off is scheduled for November 17 at Bellbrook, after Mass.
- The announcement and details about the cook-off will be in the bulletin in the upcoming weeks.

⇒ **Fall Retreat**

- Unfortunately, only 11 out of 63 members of the three committees were able to attend the retreat, therefore it was not held as scheduled.
- The Council felt that the retreat is a great method to create community and build fellowship between the three committees and would like to have the retreat be rescheduled rather than canceled.
- The Council speculation was the time of year had a large impact on personal schedules, therefore lowered participation.
- Alternatives were explored for new dates/times of the year that may be better for others. It was recommended to look at moving the retreat to January or February, possibly after a

Saturday evening Mass. The Council felt that keeping the retreat to 2-3 hours could also increase participation.

- Mel, Chris and Kevin will work to determine the best date, time, and location of the next retreat.

⇒ **Capital Campaign**

- Phyllis reported that a detailed analysis by member is being conducted to ensure campaign contribution accuracy and follow-up. Letters will be sent to each parish family, based upon their situation, to notify them of their status, thank them for their contributions, etc.

⇒ **Parish Directory**

- It was recommended that a Parish Directory with member names, address, phone number, e-mail address be provided to the parish family.
- At this time, we will not incorporate the 'typical' parish directory book that includes pictures. This could be something that is done at a later date.

⇒ **Fundraising Policy**

- The fundraising policy has been approved as of this meeting, pending the revision of a couple sentences.

⇒ **Pastor's Report**

- Father, Joe Lempka, Jim McCune, and Ryan Novacek will be meeting with the Archdiocesan Building Commission on October 11th to present the building plans and timeline.
- October is stewardship month; Father will be discussing this with the parish within the next couple of weeks.
- Father will be attending a stewardship conference in Miami on September 23 – 26th.
- There have been several new families join the parish over the past couple of months.
- Attendance and collections have increased over the past few weeks.

⇒ **Closing Prayer:** Phyllis Brunken concluded the meeting with closing prayer.

⇒ **Meeting Adjournment:** Jerry King adjourned the meeting.

⇒ **Next Meeting:**

- When: Tuesday October 9, 2007
- Times: 7:00 – 8:30 p.m.
- Where: Rectory Basement
- Prayer/reflection volunteer: Mel Schrader

OUR MISSION:

To be Christ for one another, living the command of Jesus: "As I have loved you, so you should love one another. This is how all will know that you are my disciples, if you have love for one another."

St. Charles Borromeo Catholic Church
Parish Pastoral Council
October 9, 2007 7:00 – 8:30 p.m.
Parish Rectory Basement

Attendees: Fr. Hunke, Paula Betzold, Kevin Donahue, Jeff Goeser, Candy Higgins, Jerry King, Stacey Kozisek, Ryan Novacek, Mel Schrader, Dawn Vondra, Chris Vos, Connie Wishard

Absent: Phyllis Brunken

The meeting was called to order by President Jerry King.

Mel Schrader led the group in prayer/reflection.

⇒ **Minutes**

- The September 11, 2007 minutes were approved by the committee.

⇒ **Town Hall Meeting**

- Father expressed sincere appreciation and gratitude of the success of the 'town hall' meeting that was held on Sunday.

⇒ **Strengths Building Process Workshops**

- Father attended a "Strengths Building Process Workshop" sponsored by Gallup this week. The purpose of this interdenominational workshop is to assist pastors in growing their parish. The "Called and Gifted" program, the Catholic version of this program, allows the attendees to determine their top 5 strengths.
- It was recommended that the "Strengths Building Process" workshop be offered to the 3 committees (PPC, Finance, and Building/Planning) during one of the retreats since this program can be offered in a shorter amount of time.
- Chris will research investment and time commitments of the Strengths Workshop and will report back at the next meeting.

⇒ **Fundraising Policy**

- Has been approved.

⇒ **Building/Planning Committee Update**

- Several representatives from the Parish Council, Building/Planning and Finance Committees will meet with the Archdiocesan Building and Planning Committee soon to present our building plan.

⇒ **Fall APC Forum**

- Stacey will be attending the Fall APC forum in late October. The focus of the meeting will be on the future of Catholic Schools and the Archdiocese.

⇒ **Website**

- The revised website is now up and running!
- The website committee continues to encourage the community to submit feedback on how to improve the site, content recommendations, content, etc.
- Policies and procedures on website centering on content approval will be provided by the PPC.

⇒ **Winter Retreat**

- Jerry received feedback from several committee members regarding the scheduled time of the retreat.
- Ideas centered around when and how often to host the retreats, how to maximize participation, and the purpose of the retreat.

⇒ **Parish Directory**

- Father will touch base with Diane about the status of the parish directory.

⇒ **Elder Ministry**

- Stacey Kozisek has been receiving correspondence from the Archdiocese in regards to Elder Ministry programs. The committee recommended that Annie Kenkel assume the duties of parish contact for this ministry.

⇒ **Christmas Party**

- The Christmas Party is scheduled for December 14th at the Bellbrook Clubhouse. Building/Planning, Finance Committee and Parish Council members and spouses/guest are invited.

⇒ **Stewardship**

- The Council discussed at length as to what Stewardship means to us and how we can involve the parish with the excitement of experiencing stewardship.
- It was recommended that stewardship be part of the vision of the parish.

⇒ **Closing Prayer:** Mel Schrader concluded the meeting with closing prayer.

⇒ **Meeting Adjournment:** Jerry King adjourned the meeting.

⇒ **Next Meeting:**

- When: Tuesday November 11, 2007
- Times: 7:00 – 8:30 p.m.
- Where: Rectory Basement
- Prayer/reflection volunteer: Connie Wishard

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St. Charles Borromeo Catholic Church
Parish Pastoral Council
November 11, 2007 7:00 – 8:30 p.m.
Parish Rectory Basement

Attendees: Paula Betzold, Kevin Donahue, Jeff Goeser, Candy Higgins, Jerry King, Stacey Kozisek, Ryan Novacek, Mel Schrader, Connie Wishard, Phyllis Brunken

Absent: Fr. Hunke, Chris Vos, Dawn Vondra

The meeting was called to order by President Jerry King.

Connie Wishard led the group in prayer/reflection.

⇒ **Minutes**

- The October 9, 2007 minutes were approved by the committee.

⇒ **Resignation**

- Stacey Kozicek, current secretary of the parish pastoral council, announced that she would be resigning effective after the December meeting

⇒ **Building/Planning Committee Update**

- Ryan Novacek indicated that until such time as the parish is able to raise the 15% needed to borrow the remainder of the monies needed that there is nothing further to report.

⇒ **Capital Campaign Update**

- New members are being contacted currently to participate in the campaign.

⇒ **Website**

- The website is still status quo. Steve Schuller has offered to help maintain the website but may need some assistance from other parishioners who have technology experience to complete the task.

⇒ **Winter Retreat**

- Father Hunke has suggested that we go ahead with a Parish Pastoral Council retreat to be held sometime in January and February. Jerry has asked Mel Schrader and Jeff Goeser to take charge of this.

⇒ **Fall APC Meeting**

- Stacey Kozicek attended the fall APC meeting. The focus was on the fall symposium to be held in October, 2008 regarding Catholic education. Focus groups have already been formed in preparation for the symposium next year.

⇒ **Elder Ministry**

- No report.

⇒ **Parish Directory**

- The Vavaks are currently working on a parish directory.

⇒ **Feed My Sheep Campaign**

- Phyllis Brunken reported that currently the parish had received \$6385 but that pledges were still coming into the office. Our parish goal is set at \$9000.

⇒ **Parish Vision Statement**

- After much discussion of a vision statement for our parish, Jerry King requested that Candy Higgins, Phyllis Brunken, and Paula Betzold for a committee to decide what would be the best method for creating a vision statement.

⇒ **Advertising**

- A brief discussion was held about advertising of parishes throughout the archdiocese. Agreement was reached that monetarily this was not something that would be feasible for our parish.

⇒ **Christmas Families**

- We are attempting to sponsor five families this Christmas season and the previous weekend at mass approximately \$500 was donated to purchase groceries for the families.

⇒ **HEARTS**

- This program focuses on family life and appropriate use of our sexuality. This is being done in conjunction with our Religious Formation program. Amande Hoecke and Jackie Schuller are in charge of this program.

⇒ **Closing Prayer:** Connie Wishard concluded the meeting with closing prayer.

⇒ **Meeting Adjournment:** Jerry King adjourned the meeting.

⇒ **Next Meeting:**

- When: Tuesday December 11, 2007
- Times: 7:00 – 8:30 p.m.
- Where: Rectory Basement
- Prayer/reflection volunteer: Candy Higgins

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St. Charles Borromeo Catholic Church
Parish Pastoral Council
December 11, 2007 7:00 – 8:30 p.m.
Parish Rectory Basement

Attendees: Kevin Donahue, Jeff Goeser, Candy Higgins, Jerry King, Stacey Kozisek, Mel Schrader, Chris Vos, Phyllis Brunken, Dawn Vondra

Absent: Connie Wishard, Ryan Novacek, Paula Betzold

The meeting was called to order by President Jerry King.

Candy Higgins led the group in prayer/reflection.

⇒ **Minutes**

- The November 13, 2007 minutes were approved by the committee.

⇒ **Recognition**

- Stacey Kozisek was presented with a Certificate of Appreciation for her work on the Parish Council and for her service as the Parish Pastoral Council Secretary. Father will appoint a replacement for Stacey's position on the Council.

⇒ **Chili Feed**

- Kevin Donahue reported that approximately sixty people attended the Chili Feed in November. The profit was approximately \$225. This may possibly become a Knights of Columbus function next year.

⇒ **Christmas Party**

- There are approximately forty-five people expected at the Christmas Party. Hy Vee will be catering the event.

⇒ **Capital Campaign**

- Phyllis Brunken reported that she had shared an report with the Finance Committee on November 29. She shared that same report with us with the proviso that this figure is constantly changing. The average pledge was just under \$2,000 with the most common amount being \$1,000. Currently a Virtual Campaign is in progress with new members. The amount of pledge for this Virtual Campaign is approximately \$32,000.

⇒ **Feed My Sheep Campaign**

- Phyllis Brunken reported that parish has met our assessed amount and that we are currently sitting at approximately \$9,940.

⇒ **Website**

The website is still status quo. At this time Steve Schuler feels slightly over whelmed with the magnitude of the work to be done. Discussion centered around hiring a gentleman who has worked on the web site before to help get this up and running effectively.

⇒ **Winter Retreat**

- The winter retreat will be held in lieu of our Parish Council meeting and will utilize the Gallup strength and weaknesses assessment. Father will contact Jeremy Belsky, who formerly worked for Gallup, to see if he would be willing to facilitate the retreat. The date will be either February 12th or February 16th depending on response from the Council over the next few days.

⇒ **Vision Statement**

- Candy Higgins reported that Father was open to creating a focus group to work on the Vision Statement of the parish. He will ask for volunteers via the Sunday bulletin.

⇒ **Parish Directory**

- No report.

⇒ **Parish Growth Status**

- Father reported that we currently have approximately 325 families registered at St. Charles Borromeo.

⇒ **Day of Prayer December 8**

- Father reported a large turnout with a large variety of age groups throughout the day in the Chapel.

⇒ **October, 2008 Symposium**

- Chris Vos will facilitate the focus group to study the Reflection Paper authored by Father James Gilg, Superintendent of the Omaha Archdiocesan School. The Fall Symposium on Catholic Education to be held in lieu of the Fall Conference.

⇒ **Closing Prayer:** Candy Higgins concluded the meeting with prayer.

⇒ **Meeting Adjournment:** Jerry King adjourned the meeting.

⇒ **Next Meeting:**

- When: Tuesday January 8, 2008.
- Times: 7:00 – 8:30 p.m.
- Where: Rectory Basement
- Prayer/reflection volunteer: Paula Betzold