

**ST. THOMAS MORE PARISH
PARISH COUNCIL MEETING
Monday, November 17, 2008**

Council Members in Attendance: Fr. Bill Wagner, Vic Ivers, Kathy Hornschmeier, Larry Bush, Janet Tate, John Duncan, and Neil Kamphaus, Jr.

Council Members Absent: Jim Conrady

Others in Attendance: Mike Gennett, John Convery

The St. Thomas More Parish Council meeting was called to order by Vic Ivers at 7:03 PM EST. Fr. Bill Wagner opened with a prayer.

Reports were received from: Deacon John Convery, Music, DRE, Elizabeth Ministry, Chancellor's Club, Worship, CRHP, Dad's Group, St. Vincent de Paul, JulyFest, School, and PTO. Reports not filed include the Youth Ministry; all scout organizations, and the Boosters. All filed reports follow at the end of the minutes.

The various needs of the organizations were discussed by Council.

Business Manager Report: Mike Gennett gave the report.

This past weekend, 491 boxed envelope sets were picked up or 52% of the number ordered. This is about normal for the first weekend. The 12 Noon Mass turnout was very small. Large crowds came down after the other 3 Masses. The envelopes are now located underneath the church for pickup.

Finance Update - As discussed at the last meeting, we still are projecting a deficit this year of \$187,000 including three capital projects (the parking lot repairs, new cafeteria freezer, and the church sound system upgrade). The operating deficit is projected to be \$100,000.00. The final number will

depend on our energy costs over the winter and what the impact may or may not be on the parish due to the current economic crisis in the world. We have not seen any major effects to date. That's not to say we won't in the future.

A brief report was presented on some of the more critical income and expense trends of the parish over the past ten years. The following report was handed out:

ST. THOMAS MORE PARISH
TEN YEAR OPERATING INCOME AND EXPENSE COMPARISON 1999-2009

INCOME:	6/30/1999	6/30/2009	Difference	Increase/Decrease
Sunday Collections	\$ 610,413	\$ 810,000	\$ 199,587	32.7%
# Households	/1250/	/1545/	/295/	24.1%
—————→				
Rate of Inflation (1999-2008)				29.4%
School Tuition & Reg Fees	\$ 317,581	\$ 849,782	\$ 532,201	167.6%
Enrollment	278	315	37	13.3%
Amount paid per child	\$ 1,142.38	\$ 2,697.72	\$ 1,555.34	136.1%
Amount Borrowed	\$ 60,609.00	\$ -	\$ (60,609.00)	
Total Income	Gross	\$ 1,346,076.00	\$ 2,039,663.00	
Parish & School	Net	\$ 1,285,467.00	\$ 2,039,663.00	\$ 754,196.00
				51.5%
Festival Net Income	\$ 77,783	\$ 45,670	\$ (32,113)	-41.3%

EXPENSES:	6/30/1999	6/30/2009	Difference	Increase/Decrease
Teacher Salaries	\$ 219,027	\$ 549,200	\$ 330,173	150.7%
Health Care Prems	\$ 61,115	\$ 205,298	\$ 144,183	225.9%
Pensions	\$ 31,124	\$ 57,324	\$ 26,200	84.2%
Rate:	4.8%	6.0%	1.2%	25.0%
Utilities	\$ 61,117	\$ 106,000	\$ 44,883	73.4%

Diocese Assessment Rate:	\$ 55,991 5.7%	\$ 82,000 8.7%	\$ 26,009 0.03	46.5% 52.6%
Mandatory Catholic Telegraph	0	\$ 18,000	\$ 18,000	Additional diocese req
Debt & Interest (Rises to \$120,000 7-1-09)	\$ 79,104	\$ 100,000	\$ 20,896	26.4%
Fingerprinting Costs	0	\$ 5,500	\$ 5,500	Additional diocese req
Mandatory School Accident Ins	0	\$ 1,300	\$ 1,300	Additional diocese req
Capital Projects	\$ 268,662	\$ 87,000		
Total Expenses Parish & School	\$ 1,528,714	\$ 2,226,940	\$ 698,226	45.7%
Total	\$ (182,638)	\$ (187,277)		
Capital Costs	\$ 268,662	\$ 87,000		
Net Operating Only	\$ 86,024	\$ (100,277)		
Subsidized dollars to the school	\$ 264,619	\$ 316,779	\$ 52,160	19.7%
Cost Per Child - School	\$ 3,083.00	\$ 4,115.00	\$ 1,032.00	33.5%

The data suggests:

- The increases in the Sunday parish collection are not keeping pace with the operating cost increases and just barely ahead of the inflation rate.
- Collected school tuition has increased at a dramatic rate over the past ten years. This is due in part to tuition increases and an ongoing emphasis requiring all families to pay their tuition on time.
- Teacher salaries are the biggest single dollar expenditure in the parish.
- The biggest cost increase in operating the parish is health care. The premiums paid are three and one times higher over the past ten years with no end in sight. Not only do we experience annual

premium increases, but we continue to add employees that lose their health care coverage from other sources. Our health care policy is set by the diocese and we can not affect this program on our own.

- Employee pension costs continue to rise and the impact of the recent stock market drop to this benefit is unknown.
- Our utilities costs continue to rise even with conservation and buying our gas through a consortium.
- The diocese assessment costs have rise nearly 50% on our income.
- We continue to pay on our building debt each month. The amount due will increase by 20% to \$120,000 in 2009. Our agreement with the diocese calls for increased payments each year until it has been paid off in April of 2020.
- The following expense requirements were added by the diocese: mandatory Catholic Telegraph subscriptions to 50% of all households, fingerprinting costs, and mandatory school accident insurance.

All of these issues are collectively adding up and are going to impact our budget more and more in the years to come. Many of these costs are out of our control.

Over the past few years, we have reduced the following operating expenses without impacting operations: telephone, communications, trash pickup, postage, postage machine elimination, buying our natural gas through a business consortium, buying maintenance and office supplies through a consortium, and implementing technology to run our parish where feasible including payroll and other benefits to name a few. These and other cost reductions have helped to keep our parish in the black each year. Each of these cost reductions no matter how small have added up to substantial savings that have helped us to off set some of the other costs we are experiencing. There are very few of these left to cut without impacting operations. Our maintenance costs over the years have remained consistent. Any substantial cuts to maintenance would impact our ability to meet the requirements of Jarrod's Law. **The point? There is very little left to cut without seriously impacting our day to day**

operations. Many of our operating expenses are set by the diocese. It is going to cost more to one the parish in the future.

The staff is consistently challenged not to needlessly spend money regardless of how small the amount.

This morning's front page of the Cincinnati Enquirer detailed the impact of the economy on many schools. Many steps are being taken to control expenses. We are not immune to what is happening. This change expectation needs to be set now in order to remain in good

We can not continue in to the future as we are financially structured today without some changes: we need to either add 40 or more students to the school or we will have to look for ways to operate with less payroll and expense in the future. If we don't, we will eventually run out of money. Six budget scenarios have been prepared based upon a number of school enrollment projections fro 2009-2010. Obviously adding more students allow our staffing levels to remain as they are which in turn allows us to pay the increases in health care, utilities, and the like. Our fixed costs remain the same and we fill those empty seats in each classroom. The additional tuition revenue helps us to meet all our obligations. Reducing the school is size results in some very large deficits.

Planning for next year depends on a lot of circumstances currently unknown and out of our control. This includes the economy and a new administration in Washington. The tuition increase we are looking at is more than in the past few years. We need this increase to cover anticipated operating cost increases. We are also aware we could loose some families due to the increased costs which is clearly not what we want. But we can not operate with an unmanageable deficit into the future. We do not want to see a situation happen here that has happened to other parishes in the diocese. In reality, we may not finalize a budget until mid-summer and not everyone will be able to have everything they want. My thoughts at this time are to propose holding off finalizing next year's budget until we have a clearer picture of where we are heading. We

can set tuition by January, but we need to have a better understanding of what we can actually expect in the future before we commit to 2009-2010. We also need to understand that everything needs to be on the table including the future of state funding for private schools.

One parish, St. Luke's in Beavercreek, does not finalize their school budget until August 15. No teacher contracts are issued until the final enrollment number for the school is known. They feel this keeps them out of any potential financial problem. The downside may be teacher turnover and continuation of benefits for returning teachers. There are going to be no easy answers.

Some of the staff would like a commitment for the 2009-2010 budgets now. That would be risky to do so.

Regardless how this plays out, everyone's patience will be appreciated. In my opinion we need work together to do what is right for the entire parish.

Pastor's Report: Fr. Bill stated he was very impressed with the RCIA class for 2009. We have a very impressive class this year.

Fr. Bill stated that about a year ago the Archdiocese asked all key employees to sign a Conflict of Interest statement. We did so and sent copies downtown. The inclusion of this policy was not submitted to Parish Council for formal approval as part of our employee manual. Fr. Bill stated he would like council to approve this addition and have it added to the manual. Kathy Hornschemeier made a motion to adopt the Conflict of Interest policy as a part of our parish policy. Larry Bush seconded the motion. The vote carried 7 to 0 to adopt the proposal. Fr. Bill asked Mike Gennett to add this to our personnel policy manual.

Fr. Bill plans to meet with the architect on the connector project in December.

The freezer installation in the kitchen is underway and should be completed soon. The water will be shut off on Nov. 26 so the sprinkler system can be installed.

The church sound system update is underway and should be ready for use this weekend.

Other – John Convery reported there was no news yet on the installation of the water well. He did report the Christmas tree ornament of the church was selling very well and the proceeds were being applied as financial aide for school families that have verified need for 2008-9.

Janet Tate reported there are still some issues with reserving the handicap sections in the church for those who really need them. There was also a brief discussion about the election literature that was distributed without approval on the cars in our lot prior to the election.

There was a motion to adjourn the meeting at 8:03 PM. Fr. Bill led the group in a prayer.

NEXT SCHEDULE MEETING - Monday, December 15.

Submitted Organization Reports follow:

Parish Council Committee Report Form

(Organizations will copy and paste to a Microsoft Word Page. Please save and email to: parishcouncil@sttm.org)

St. Thomas More Organization Report for

Parish Council Meeting November 17, 2008

Organization Name: St. Thomas More Parish Staff

Key Organization Leaders/Officers/Pastoral Employee: Pastoral Associate and Deacon – John Convery

Prepared a brief statement as to your organization's contribution or your contribution as employee to the parish. This would be like a brief mission statement:

Serve as one of two Pastoral Associates and Deacons to serve the needs of the parish. Specific responsibilities include:

Pastoral Associate: Manage Parish Marriage Preparation Program and Baptismal Preparation Program. Serve as staff liaison to the Social Justice Commission and St. Vincent DePaul Society. Prepare Declaration of Nullity Cases as needed. Make visits to parishioners at home and in the hospital.

Deacon: Preside at marriages, baptisms and occasional prayer services for the deceased. Preside at Communion Services, Exposition of the Blessed Sacrament and Benediction Service. Diaconate and preach at Sunday Liturgy.

Highlights/Key Accomplishments: (This is not intended to be a laundry list of everything the group has done, but rather an overview of the key accomplishments this past year):

1. Served as Team Leader (with Deacon Thomas, Mrs. Ready and Mrs. Brennan) to develop a “Plan for Growing an Engaged Community” which was requested by our Pastor, Fr. Bill.
2. Organized and presented a Morning of Reflection for the School Staff which was requested by Mrs. Fischer.
3. Became certified as a Petitioner to request Declarations of Nullity from the Tribunal of the Archdiocese of Cincinnati.

4. Serving an internship to obtain preaching faculties at Sunday Liturgy by taking the Homiletics II Class from Deacon David Shea.
5. Social Action Commission raised about \$1,800 for the Comboni Missionaries to build a drinking water well in Southern Chad for refugees of Darfur and the indigenous population.

Short list of old issues your organization has not resolved: None

Short list of new issues that Parish Council needs to be aware of: None

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Parish Council Committee Report Form

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<p style="text-align: center;">St. Thomas More Organization Report for Parish Council Meeting November 17, 2008</p>
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Organization Name:

Music Ministry (Adult Choir, St. Thomas More School Select Choir)

Key Organization Leaders/Officers/Pastoral Employee:

Terry Wenninger, Director of Music

Prepare a brief statement as to your organization's contribution or your contribution as employee to the parish. This would be like a brief mission statement:

The mission of the Adult Choir is to support congregational singing at weekend liturgies, primarily the 10:00 mass, and sing selected choral anthems during special liturgical seasons. Rehearsals are spent learning basic principles of music, choral singing and vocal production.

The mission of the St. Thomas More Select Choir (students in parish day school, grades 5-8) is to provide advanced vocal music education for students, while teaching the values of responsibility, service, self-discipline, leadership and commitment. This group of students will be enhancing selected All-School and parish liturgies as well as special school music programs.

Highlights/Key Accomplishments: (This is not intended to be a laundry list of everything the group has done, but rather an overview of the key accomplishments this past year):

Our Adult Choir continues to increase in size (there are currently 15 members of which 6 are either new or have rejoined since April 1, 2008).

Our newly-formed STMS Select Choir boasts membership of twenty students.

Short list of old issues your organization has not resolved:

Continued work on reorganizing/reestablishing choral music library.

Continued efforts to adequately maintain organ in church. In order for the instrument to function properly, a repair will be necessary in the future. This repair should cost approximately \$2,000. While I am able to get by with the current situation, this repair should make the instrument much easier to use.

Short list of new issues that Parish Council needs to be aware of:

St. Thomas More Parish Council Committee Report

Month: November, 2008

Committee Name: Adult and Children's Faith Formation

Committee Reporter: Becky Ready, DRE

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- Highlights/Key Current Activities (This is not intended to be a laundry list of everything the committee is doing, but rather a few key highlights of activities)

Parish School of Religion (PSR):

We have 151 students which includes 101 families. That number is down from previous years. To try and assess the needs of our families we designed a PSR survey that is located on our website. We hope to discover what is working and what could be improved in order to strengthen our program for public school families. The survey is located at www.sttm.org. To date we have received 30 responses.

We have 28 catechists in the program. During our orientation this year we discussed the importance of partnering between the home and the church in relationship to faith formation. Our focus is to try collectively to include the parents in participating more intentionally in faith activities.

In October our catechists were treated to a Day of Recollection at the Milford Spiritual Center organized by the Eastside DREs. This is an event we offer each year to all catechists in this eastside vicinity for their spiritual growth. Our retreat director was Al Cuchetti who led us in discussions and reflections about the catechetical theme this year which is the Word of God in the Life and Mission of the Church.

Sacraments

We are currently preparing for first reconciliation with the second graders. We have met for our initial meeting to go over the entire process and to offer support ideas in what we call "home kits" for parents to help teach their children our faith, and most specifically

the Sacrament of Reconciliation. We will be meeting this month when Fr. Bill will be teaching and demonstrating the sacrament of reconciliation. On December 4 we will have our celebration where reconciliation will be received and a reception with all their "Love Boxes" will be shared. Preparation for first Eucharist will begin in February.

We also are preparing for confirmation with the 8th graders. We are continuing the process we began last year of dividing the confirmandi into gender like groups, all girls or boys. Each group is facilitated by the gracious efforts of parents and directed by the youth minister and myself. This underscores the principle that they are the primary religious educators of their children and we are here to support them in this effort. Their dedication is a blessing. We have already had a meeting with the parents followed by a meeting with the candidates and their sponsors. The resource we purchased this year involves the sponsor in directed conversations with their candidates following activities in their resource book. We will be gathering for group sessions in January, February and March. The rehearsal will be in April with a potluck dinner included. This year we will be going on a retreat to the Jesuit Milford Spiritual Center. Steven and Anne Poats will be our retreat youth directors. The confirmation retreat is scheduled for May 3. Confirmation will be celebrated at the Cathedral on Thursday, May 21 with St. James of the Valley and Our Lady of the Rosary.

RCIA

We are currently in the catechumenate phase of the RCIA process. This is a time when we investigate the teachings of our faith, that is, what makes us Catholics. This month we celebrate the Rite of Acceptance where the candidates are officially "accepted" into the process of becoming fully Catholic as they journey towards the Easter Vigil. We have one adult woman and four youth who have not

been baptized (“the elect”) and ten adults and six youth who have been baptized (the candidates seeking full communion with the Catholic Church).

ADULT FAITH FORMATION

Our Moms group is finishing up the study series titled *Adventures in Matthew* which is designed to help us better understand our first gospel book. We are discussing the possibilities of offering another “Moms” series during Lent to reach out to new members.

Our weekly book club is also going strong. Currently we are reading a book by Fr. Groeschel titled *Spiritual Passages*. He is expanding our understanding of what saints have taught us about the three stages of our spiritual journey and its relationship to psychology. We will continue to reach out to others who are interested in sharing and discussing the wisdom of reading spiritual books together in our journey of faith.

In an effort to utilize our website more, with Mike Gennett’s help I have been adding links to adult formation sites on the world wide web. As more people become use to searching the web for information, we are ready with ways to engage them in questions of their faith right here at their own parish.

My hope is to find more and better ways to utilize our website for adult faith formation in the future. This year we added the bishops website: www.faithfulcitizen.com which offered a wealth of information to help our parishioners form their consciences in light of our recent presidential election.

A challenge for the immediate future is to find ways to sustain and deepen the faith formation of those teams who have participated in our parish renewal program: *Christ Renews His Parish*. Currently, the

continuation committee is involved in an experiment. Each of us has signed up for an E-course whereby each week we receive spiritual passages from many of Fr. Henri Nouwen's books and different spiritual disciplines to practice. We will be discussing the pros and cons of offering this way of staying connected to all the CRHP teams. We are also investigating the idea of designing an annual retreat for all teams to come together for the purpose of reconnecting with one another and "resting" in the Lord.

I have started a Faith Formation Commission this year. This group of dedicated people is a leadership group that works together to establish goals, develop curriculum ideas and implement intergenerational practices for our parish. The members are Linda Bader, Larry Bush, Christi Cleaver, Beth Flanigan, John Grachek, Susan Harpring, Genny Ivers, Maria Pour and Julie Scott. We currently are reading and discussing the book, *Becoming a Church of Lifelong Learners* to help us analyze trends and practices around the country.

Key Activities over the next 2 months

- Analyze PSR Survey
- First Reconciliation and First Eucharist Preparation
- Confirmation Prep Sessions
- Advent activities
- Continue to analyze trends and practices that encourage adult faith formation

What specific help/support is needed from Parish Council?

- Reflect on ways to better connect PSR and STM families

- Reflect on ways to encourage adult faith formation as the recently published “National Directory of Catechesis” states: *“The most pressing need in the church is the evangelization and catechesis of adults as the General Catechetical Directory so forcibly reminded us. The catechesis of adults is the principal form of catechesis, because it is addressed to persons who have the greatest responsibilities and the capacity to live the Christian message in its fully developed form. The catechetical formation of adults is essential for the Church to carry out the commission given the apostles by Christ. Because of its importance and because all other forms of catechesis are oriented in some way to it, the catechesis of adults must have high priority at all levels of the Church.”*
- Pray for the success of the newly developed Faith Formation Commission

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**St. Thomas More Organization Report for
Parish Council Meeting November 2008**

Organization Name: Elizabeth Ministry

Key Organization Leaders/Officers/Pastoral Employee: Maria Pour,
Linda Bader/ Becky Ready

Prepare a brief statement as to your organization's contribution or your contribution as employee to the parish. This would be like a brief mission statement:

“To support women and their families in the childbearing years, particularly in special situations related to fertility, pregnancy, and child rearing while proclaiming through word and actions the value of all life, born and unborn under the guidance of she who we honor, Mary our spiritual mother, the first Elizabeth Minister.”

Highlights/Key Accomplishments: (This is not intended to be a laundry list of everything the group has done, but rather an overview of the key accomplishments this past year):

- Welcomed a new minister.
- Added previously donated books into the St. Thomas More library catalog and moved them from the school library to the Elizabeth Ministry section of the Fr. Wack Library.
- Participated in the Sam’s Fundraiser with a bake sale and sold about a dozen STM cookbooks and lots of baked goods.
- Held a Diaper Campaign in July and October. Diapers, baby wipes and monetary donations were collected from our Parishioners and donated to A Caring Place. They are in great need of donations, and are very thankful for the ongoing support of our parishioners. This campaign will run three times per year - March, July and October.
- Held a *Rosary Workshop* for the 1st Communicant’s at the First Communion Retreat in April. The purpose of the workshop was to explain the church’s honor and devotion to Mary, teach them the rosary and prepare them to be “beads” in the Living Rosary by each taking a turn beginning a prayer of the rosary.
- Participated in the May Crowning and Living Rosary. This was held after the 1st Communicants had their pictures taken for 1st Communion. The kids looked nice in their 1st Communion attire, did a nice job leading the rosary.
- Held an Ice Cream Social after 1st Communion Rehearsal to thank the kids for their participation in the Living Rosary.

- Bake Sale – held this bake sale in June to help raise money for the well in Darfur. Made over \$200 for this initiative led by Deacon John.
- We prayed for those asking for our intercession through our Blessing Bouquet, prayer journal, and emails.
- Memorial Service. Held the 2nd annual Memorial Service for Babies Born and Unborn. This special service was presided by Fr. Bill, and assisted by Deacon Michael. It is a prayer service for those who have lost babies through miscarriage, stillbirth, infant or child crisis, failed adoption or abortion. A social was held afterwards. Comments we received from those in attendance were “It was like a funeral for my (unborn) baby”, “It’s the first time someone has recognized our loss (5 failed adoptions)”, “I still go home and light my candle”. It was a very meaningful service, and offered an opportunity for parents, friends and family to grieve. It offered closure for some.

Upcoming Events

- Epiphany Celebration in January. We plan to host a coffee and donuts on January 4th after all masses. As in the past, we expect the PSR students to take part in a short Epiphany/Christmas program. Details to be discussed at an upcoming meeting. At this event we invite parishioners to bring gifts for Baby Jesus, as well as launch The ACP Baby Bottle Campaign, and hold a raffle (item(s) to be determined). All gifts and proceeds will benefit A Caring Place (ACP).

Short list of old issues your organization has not resolved:

- none

Short list of new issues that Parish Council needs to be aware of:

- none
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Parish Council Committee Report Form

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<p style="text-align: center;">St. Thomas More Organization Report for Parish Council Meeting November 17, 2008</p>
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Organization Name: Chancellor's Club / Senior Ministry

Key Organization Leaders/Officers/Pastoral Employee:

Deacon Michael Thomas & Mary Fran Walter

Prepared a brief statement as to your organization's contribution or your contribution as employee to the parish. This would be like a brief mission statement:

We are continuing to meet on a monthly basis for lunch at area restaurants. We have about twenty people at each lunch. We are in the process of establishing leadership in the group. We want to make the group dependant on each other in planning events. We are currently working on plans for our Christmas luncheon on December 9th at Moyer's Restaurant in Manchester Ohio.

Highlights/Key Accomplishments: (This is not intended to be a laundry list of everything the group has done, but rather an overview of the key accomplishments this past year):

Short list of old issues your organization has not resolved:

We are in the process of electing leaders for the group.

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<p>St. Thomas More Organization Report for Parish Council Meeting November 17, 2008</p>
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Organization Name: Parish Worship Commission

Key Organization Leaders/Officers/Pastoral Employee:

Fr. Bill Deacon Michael Terry Wenninger and members of various liturgical ministry groups.

Prepared a brief statement as to your organization's contribution or your contribution as employee to the parish. This would be like a brief mission statement:

Highlights/Key Accomplishments: (This is not intended to be a laundry list of everything the group has done, but rather an overview of the key accomplishments this past year):

We recently met to discuss plans with our Arts and Environment Group headed up by Rosemary Weimmer as to a plan for the Decoration of the Church for Christmas. We will decorate the church the evenings of December 22 and 23.

We will be having training for new Eucharistic Ministers and lectors after the new sound system is in place. Deacon Michael will take care of both of these. Deacon Michael has invited Dooren Noble to assist him in the training of new lectors.

Fr. Bill also gave us an update on the new changes that will be made to the sound system.

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St. Thomas More Organization Report for

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Organization Name: Christ Renews His Parish

Key Organization Leaders/Officers/Pastoral Employee: Ami Armbruster, Women's group, Tony Schulte Men's group. Deacon Michael

Prepared a brief statement as to your organization's contribution or your contribution as employee to the parish. This would be like a brief mission statement:

Highlights/Key Accomplishments: (This is not intended to be a laundry list of everything the group has done, but rather an overview of the key accomplishments this past year):

Both groups are engaged in Community Formation and working on preparations for the weekends in February. The Women's weekend will be February 7 and 8. The men's weekend will be February 21 and 22.

In Addition the Continuation Committee is working with Becky Ready and Deacon Michael in the formation of small Christian Communities and planning an Annual Retreat. In addition we have formed a study group looking into the use of e-courses to help with our spiritual formation.

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St. Thomas More Organization Report for

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Organization Name: Dad's Group

Key Organization Leaders/Officers/Pastoral Employee: Jerry Harpring
Deacon Michael

Prepared a brief statement as to your organization's contribution or your contribution as employee to the parish. This would be like a brief mission statement:

To help the Dads of the parish to be good Fathers to our children.

Highlights/Key Accomplishments: (This is not intended to be a laundry list of everything the group has done, but rather an overview of the key accomplishments this past year):

We are working very hard to increase our membership. We are now discussing a lot more issues the group trust is building.

Short list of old issues your organization has not resolved:

None

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**St. Thomas More Organization Report for
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Organization Name: St Vincent dePaul

Key Organization Leaders/Officers/Pastoral Employee: Bob Guenther

Prepared a brief statement as to your organization's contribution or your contribution as employee to the parish. This would be like a

brief mission statement: A ministry of men and women in the Parish who assist people in need.

Highlights/Key Accomplishments: (This is not intended to be a laundry list of everything the group has done, but rather an overview of the key accomplishments this past year):

1. Renovated the bathroom and kitchen in the Thomas More House.
2. Added two more Parishioners to our ministry.
3. Have encountered an increase in the number of People seeking help. Have met that challenge without difficulty.
4. Have implemented a shared program with SEM for the feed the hungry monthly food collections.

Short list of old issues your organization has not resolved: None

Short list of new issues that Parish Council needs to be aware of:
None

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Parish Council Committee Report Form

<p style="text-align: center;">St. Thomas More Organization Report for Parish Council Meeting November 17, 2008</p>
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Organization Name: **St. Thomas More JulyFest**

Key Organization Leaders/Officers/Pastoral Employee: **Rhonda & Jeff Roberts, Dave McCarthy**

Prepared a brief statement as to your organization's contribution or your contribution as employee to the parish. This would be like a brief mission statement:

JulyFest is the major fundraiser for the parish. It is held the 2nd weekend of July each year and requires over 500 volunteers for it to be successful.

Highlights/Key Accomplishments: (This is not intended to be a laundry list of everything the group has done, but rather an overview of the key accomplishments this past year):

- *JulyFest 2008 while not as profitable as hoped was well received by the public.*
- *Layout well received*

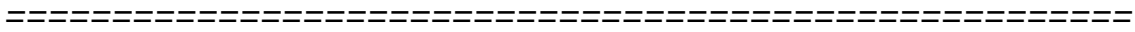
Short list of old issues your organization has not resolved:

- *None*

Short list of new issues that Parish Council needs to be aware of:

- *We are working on creating a mission statement for JulyFest*
- *We are creating job descriptions and expectations for each chair position*
- *We are in the process of putting together a “fundraiser” that would be used for operating expenses of the festival. This fundraiser has been presented to the Fundraising Committee. The information will be available in addition to this report in a separate file.*

- *Examining each area and discussing ways to make each area more profitable.*
- *Many areas will have a “new” look*
- *Working with the Eastside Festival Alliance on obtaining a corporate sponsor*
- *Working with the Eastside Festival Alliance to obtain quantity pricing*



St. Thomas More JulyFest "JulyFest Jackpot"

Purpose: Increase profit for JulyFest and allow other parish ministries to share in the profit.

Dates of Ticket Sales: December 1st through February 15th, 2009

Cost: \$20.00/ticket

Number of Tickets to be sold: Maximum of 2,000

Payout: 5 tickets will be drawn each Monday morning beginning **March 2, 2009** (Tuesday morning if Monday is a day that the Parish office is closed). Each ticket drawn will be for a prize amount of \$40.00. On the first Monday of each month there will be a drawing for \$250.00 and on June 22, 2009 and November 22, 2009 there will be an additional drawing for \$1000.00. *These figures are based on 2000 tickets being sold. Should less than 2000 tickets be sold, the special payouts will change as follows to: First Monday of each month drawing will be \$100.00 and the June 22nd and the November 22nd drawings will be reduced to \$500.00 each.*

All winning numbers will be posted on the parish website (www.sttm.org/julyfest/julyfestjackpot) under the banner "JulyFest Jackpot" and will be posted each Wednesday.

Weekly and special winners' checks will be processed and mailed each Thursday by the parish business office.

Organization Compensation: Each organization that chooses to sell the raffle tickets will be compensated based on the total tickets sold by that organization. Each organization will receive their portion of the proceeds via intra-parish transfer on March 2, 2009. An accounting of this account will be given to each organization on that date. Maximum compensation to be disbursed will be \$5000.00

Potential Income:

2000 tickets @ \$20.00=	\$40,000.00
Incidental Costs (Printing, Envelopes)	- \$ 200.00
5 drawings/week @ \$40 each (5 x 52 = 260 drawings)	- \$ 10,400.00
12 monthly drawings @ \$250 each	- \$ 3,000.00
2 special drawings @ \$1,000 each	- \$ 2,000.00
Organization Compensation	- <u>\$ 5,000.00</u>

Proceeds to JulyFest	\$ 19,400
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St. Thomas More JulyFest "JulyFest Jackpot"

What is JulyFest Jackpot? A weekly raffle that will benefit JulyFest and provide operating funds for the annual parish festival. This is also an opportunity for other parish ministries to share in the profits of this raffle.

What is the cost? The cost will be \$20.00 per ticket

Parish Council Meeting November 17, 2008

Organization Name: STM PTO

Key Organization Leaders/Officers/Pastoral Employee: Lori Knight, President; Gwen Farwick, VP Ways & Means; Doreen Noble, VP Family Involvement; Patty Nieporte, Treasurer; Beth Farr, Secretary

Prepare a brief statement as to your organization's contribution or your contribution as employee to the parish. This would be like a brief mission statement:

To promote the well being of the students of St. Thomas More School.

To advance the interests of the school with a "Christ-centered" educational environment.

To create and foster a spirit of cooperation among parents, students and School / Parish administration.

To encourage active participation by the members in school affairs.

Highlights/Key Accomplishments: (This is not intended to be a laundry list of everything the group has done, but rather an overview of the key accomplishments this past year):

- 1) Provided \$1,000 for parish debt (Summer 2008) and have budgeted at least \$1,000 for the Summer of 2009 to go towards parish debt
- 2) Will provide up to \$500 for parish financial aid program (Summer 2009)
- 3) Provided \$700 for Teacher Professional Development to Miss Arbogast
- 4) Purchased musical instruments for school and parish use by parish music director and music teachers.
- 5) Purchased new stools for the art room
- 6) Hosted family social events: Uno's, Max & Erma's, Chuck E Cheese, skating parties, Father/Daughter and Mother/Son events, "Faith Night with the Cyclones," New School Family Welcome Picnic, etc.
- 7) Provides up to \$100 per teacher for Teacher General Funds (covers items purchased for classroom use, start of school expenses, etc.)
- 8) Provides up to \$200 per class for field trip transportation costs
- 9) Provides up to \$3,000 for Fine Arts General Fund (brings fine arts programs to STM during the school day)
- 10) Provides up to \$900 for the Teacher Appreciation Team
- 11) Provides up to \$1,000 for School Library expenses

Short list of old issues your organization has not resolved: PTO has an outstanding balance with the parish of \$1,000 for the musical instruments. We expect to have this balance paid off prior to 12/31/08. It was presented to the Board that the instruments were needed at the start of school, which was before PTO's cash flow had started to kick in.

Short list of new issues that Parish Council needs to be aware of: The playground project, which PTO spearheaded, funded and installed over the last 3 years, is now complete. PTO paid \$1,400 in August 2008 for additional mulch to top-dress the playground area prior to the start of school.

The current PTO Board is focusing on fundraisers that fall under the "money already spent" category with Scrips, school supply kits, family nights at local restaurants (approx. once per month), Kroger reloadable cards, and Box Tops and Campbell's Soup Labels collections.

PTO has planned to fund up to \$5,000 for new school desks for the primary grades per Mrs. Fischer's request. The desks will not be purchased until the funds are in place in PTO's checking account.

Upcoming PTO Events:

- 11/22/08 Little Elves Workshop (pottery painting for families)
- 1/24/09 Father / Daughter Snowball Dance
- 1/25/09 Catholic Schools Week (PTO hosts Ice Cream Social and bus transportation to Mass at the Cathedral for class officers)
- 2/5/09 Max & Erma's Event (lunch and dinner ... Eastgate location)
- 2/15/09 Skating Party at Beechmont Rollarena
- 3/23-3/27 Everybody Counts (educational program about disabilities)
- 4/30/08 Walk More (walkathon / fitness expo) Rain date is 5/7/09
- 5/15/09 Grandparent's Day

Principal's Report

November 11, 2008

Events

- Guest artists from the Playhouse in the Park visited STM twice for performances courtesy of the PTO. Both performances support the School Improvement Plan goal of building sensitivity to others.
- The Scholastic Book Fair was chaired by Amanda Scales. The fair was scaled back this year to include only bookcases to reduce the space demands and minimize impact on other parish events.
- Parent-Teacher conferences held on November 6 and 7 were well attended. The Teacher Appreciation Team again came through with wonderful munchies for teachers.
- The 8th grade class will be hosting parish events including a pancake breakfast and spaghetti dinner to help fund their Washington trip.
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Students

- 8th grade students created a wonderful prayer service for Veterans Day, complete with a PowerPoint slide show explaining the history of Veterans Day. The class had also completed a webquest recently combining a study of the mysteries of the rosary and classic religious artwork.
- Sacramental preparation programs continue with Reconciliation in grade 2 and Confirmation for grade 8.
- 12 students have been recognized so far for this in our "Saints in Process" program. We'll be adding this information to our Edline website. The program recognizes students who demonstrate gospel values, such as compassion and honesty.

Staff

- Teachers have completed professional development plans for this year.
- Theresa Rein, Connie Stricker, and Sue Ruedy are continuing work on our OCSAA (Ohio Catholic School Accreditation Association) steering committee as we prepare for our external validation visit in January. Our internal review was conducted on Wednesday, November 12. This review examined our school self-study and compliance with state standards. Our school goals for 2009-2013

were approved. Final review and approval is expected some time in March. The accreditation process runs on a 5 year cycle.

Curriculum

- New science and social studies books for grades 1-5 will be examined this fall for purchase in early spring. This is the second year of the biennium which means that funds carried over from last year, and this year's Auxiliary funds, must be spent by the end of the fiscal year, June 30, 2009. The state has notified us that this program see a 4.75% cut this year in response to the state budget crisis.

Facilities

- The freezer and walk-in in the cafeteria will be replaced in October. We are hoping to complete the project on October 13 when school is out.
- New tables were purchased for the art room to improve safety and functionality. The heavy cafeteria style tables were removed. Mrs. Ashmore has asked for stools to replace the chairs. PTO is providing these, which will arrive this month.
- Two of the four legged visitors to the modulares were caught last week and removed by a "critter getter" service.

Needs

- Marketing assistance: planning for the 2009-10 marketing program
 - Revised brochure
 - Review of 2007-08 marketing expenditures and determination of 2008-09 strategies
 - Updated website: Emily Aleshire-Mulvey has met with me and given recommendations on improving the school website, particularly in terms of consistency of information. She has recommended that the school site become a part of the parish website, which is maintained by Mike Gennett. She notes that Mike does an excellent job keeping information on the parish website up to date. Edline would continue to be maintained

by the school staff. I hope to set up a meeting to discuss this with Emily and Mike.

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