

**ST. THOMAS MORE PARISH  
PARISH COUNCIL MEETING  
Monday, April 19, 2004**

**Council Members in Attendance:** Fr. Bill Wagner, Matt Malott, Michelle Stultz, Denise Dyer, Duane Bradley, Bob Brennan, and Vic Ivers.

**Council Members Absent:** Ray Neltner.

**Others in Attendance:** Mike Gennett, Peg Fischer and Dee Archer. Tom Bockenstette also attended.

The St. Thomas More Parish Council meeting was called to order at 7:05 PM EDT by Duane Bradley acting on behalf of Ray Neltner. Fr. Bill opened the meeting with a prayer.

Reports were received in advance of the meeting from the Education Commission, Worship, DRE, Girl Scouts, Festival, PTO, St. Vincent de Paul, and Julyfest.

Reports were not filed by the Boosters, Boy Scouts, Youth Ministry, Senior's, and Singles.

(If a report was filed by a group in advance and no issues were discussed during the meeting, there is no mention of that organization's report in the minutes.)

**Minutes of the Previous Meeting:** The last meeting was held on Monday, March 22nd. Duane asked if there were any questions regarding the minutes. Mike Gennett reported he received three proposed changes:

- Matt Malott requested his comments regarding the choir be rephrased (approved).

- Ray Neltner (in advance of the meeting) requested the section regarding the IHM Marketing campaign should be deleted due to professional concerns. The group felt this needed to be retained in the minutes, but some of the speculative information could be removed (completed).
- Ray Neltner requested an additional phrase be added regarding the More About Us Newsletter discussion (approved).

Vic Ivers made a motion to accept the minutes with the modifications. Matt Malott seconded the motion. The motion carried 6 to 0.

**Business Manager Report:** Mike Gennett gave the report.

**Child Protection Decree** – We continue to march forward to the June 30<sup>th</sup> deadline. Child Protection Certification Classes will be held this Sunday, April 25, at 9:00 am and on May 10 at 6:00 PM. St. Bernadette has also scheduled fingerprinting for Friday, May 28<sup>th</sup>, from 3 to 9 pm. This looms as a nearby opportunity for anyone who needs to yet have this done. A reminder was made that if anyone is to volunteer with children or book parish facilities must meet the standards of this program before June 30<sup>th</sup>.

A sample of a Decree on Child Protection ID card that was provided by the Archdiocese was shown to Council members. Because the card was limited to one location and the amount of work involved with setting up and keeping the cards up to date, Council suggested not using the cards at our parish.

**Sunday Stewardship Campaign** – The third letter will be in the homes this week. A member of the Finance Committee will speak at each of the Masses this coming weekend. The goal will be to complete the commitment cards and turn them in. A thank you letter will be written in May to those who commit to increase their Sunday donation. There is also an emphasis on the credit card and banking/ach method of donating in the third mailing.

There has been a small positive shift in the Sunday collections so far since the campaign began. We were trailing by 1.4% to plan and last year through March 14 and since the first letter went out on March 15 we are

now running 2.5% above plan or 4.2% up to last year in the past five weeks. The real measurements will come after the commitment card program begins.

**Worship:** Fr. Bill gave a brief report regarding the music. Del Grosser has resigned and the search has begun to find a new Music Director. Ads have been placed in the Catholic Telegraph and The Messenger (Covington diocese). The job opening has also been posted at the local colleges and on the Archdiocese web site. Three resumes have already been received!

**DRE:** Michelle Stultz recommended that if the new name for CCD is PSR (Parish School of Religion) the new name be used for everything and the old name dropped including on the Parish Council agenda.

**Education:** Peg Fischer stated the enrollment for 2004-5 is up to 306 from 286. The April 19<sup>th</sup> Walk-a-Thon looks like it will raise around \$14,000.

**Festival:** Michelle Stultz stated the pre-Festival meeting and picnic will be held after the 4:30 Mass on Saturday, June 12. 90% of the food for the big white food tent has been donated this year. The goal is to increase the profits and reduce the expenses of the event.

St. Jude in Bridgetown has joined the Eastside Festival Alliance. Their festival date is in early June and does not conflict with alliance members on the eastside.

**Boosters:** Tom Bockenstette gave a brief update on what he knew about the organization. The Big Year-end Booster Banquet is set for April 30<sup>th</sup>. The new divider wall is in and ready for us. Peg Fischer wondered if the maintenance staff and the gym teacher have been trained how to operate it. Orientation is clearly needed. *(Mike Gennett has since asked Carl Lamping for assistance.)*

Booster elections are set for May 4, but it looks like many of the positions will be automatically filled since there is only one candidate. Laura Allen is running unopposed for President, as is Pete Bouley for another term as Vice-President. Karen Mersman is also running for secretary and Darlene Grieco for treasurer.

Tom stated it was the goal of the Boosters to turn over \$4,000 for the debt reduction next year. Fr. Bill responded he would like the Boosters to take ownership of their promise to have the \$35,000 that is due on the floor that was installed back in 1998.

**Boy Scouts:** Dee Archer said she did not file a report because there was nothing new at this time. Things were pretty quiet for the organization. The results on the Lenten Fish Fry were not complete and the Cub Scouts did have a campout this past weekend.

**804 Ohio Pike:** Fr. Bill stated that the work continues to proceed. The electrical and plumbing updates are done. We are waiting for the Youth Ministry to schedule and complete the painting. It looks like the timing of us having a shelter is going to work out well.

**Fund Raising Update:** It was asked who should appoint the Fundraiser Coordinator. It was discussed that Parish Council can recommend a coordinator and the Pastor then makes the final decision. The committee asked to have a separate meeting after the council meeting with Fr. Bill.

Fr. Bill stated he saw the position as one who would maintain a calendar and communicate accordingly.

The questionnaires are finally out and they are not all back. No written guidelines for the role have been completed.

**Volunteer Recruiting:** Everyone who has signed up to volunteer has been contacted.

Vic Ivers released a draft of his proposed "One & Done" post card. This would be used for a volunteer who has limited time and could help as needed on a project. Everyone was asked to review the card and give their feedback to Vic within the next week.

Ray, Vic, and Matt would again soon be meeting on this project.

Michelle Stultz added that the pamphlets that have been made for the parish have lost their identity as being for St. Thomas More. No where do the pamphlets scream who they are for....they are now overwhelming and not organized. Maybe the marketing committee could get more involved and help.

**Parish Photo Directory:** Fr. Bill stated he would like to see a parish photo directory done next fiscal year. The Parish Office could contact the vendors over the summer and gather all the information. This needs to be part of the agenda for next year. Michelle Stultz added that this could be a great Christmas gift if it can be ready in December.

**Parish Council Elections:** There are three open positions that need to be filled. The group discussed the need for more diversity and non-school family members. Fr. Bill stated he would get something written and in the April 25 bulletin announcing that elections were coming and to please contact the parish office if interested in serving. It was also discussed that various council members would go to other organizations to speak about the elections and possibly locate attractive candidates.

The timing of the elections was discussed, but nothing was formerly discussed. Sunday June 6<sup>th</sup> was tossed out as a possibility.

Vic Ivers said he would check the by-laws and get back to everyone. Vic reported by email later that evening along with a follow up the following day. The contents of his responses are reprinted below:

**EMAIL #1**

*"Hi All,*

*I just did a quick review of the Parish Council Constitution after getting home from the meeting. Here's things that stand out from the quick review:*

- 1) The Constitution calls for May elections.*
- 2) The Constitution calls for a Nominating Committee to supervise the election and to tally the votes. I'll assume that Committee is myself, Denise and Matt unless you'd like to do otherwise.*
- 3) I did not see any process for absentee votes, etc. It looks like the process is designed to be done in a month.*
- 4) Father must approve all nominations before the nominee is informed they are a candidate. Once the nominees are approved the Constitution calls for publication of their resumes/cv's prior to the election*

*I'll do a more thorough review tomorrow and send out a plan/schedule then.*

*Vic."*

**EMAIL #2:**

*"Hi All,*

*I've gone through the Parish Council Constitution in more detail and put together an election schedule/plan to follow the procedures therein. Please let me know what you think. Responsible parties and dates are shown in parentheses*

- 1) Decide # positions to be filled (Father, 4/23) -- assuming 3, but per the Constitution it can 0-3*
- 2) Appoint Nominations Committee (Father, Ray, 4/23) -- assuming that is myself, Denise and Matt unless otherwise specified*

- 3) *Notice of Council openings advertised in Parish, including job descriptions and election info (Staff, 4/24-25) -- assuming current plan to include notice in this weekend's bulletin fulfills the requirement*
- 4) *Gather list of nominees (Vic, Denise, Matt, by 5/7) -- active recruiting by current Council members, targeting candidates to make Council as representative of the Parish as possible, especially targeting seniors and singles, currently school (Duane, Denise, Michelle) and CCD (Vic, Matt) are well-represented?*
- 5) *Nominee approval (Father, 5/10)*
- 6) *Notify nominees re approval (Father, Ray or Father, Vic, Denise, Matt?, by 5/12)*
- 7) *Advertise slate of candidates in parish including brief bios (Staff, Vic, Denise, Matt 5/15-16) -- assuming we will use a bulletin insert and website posting*
- 8) *Election (Staff, Vic, Denise, Matt, 5/22-30) -- two weekends, ballots in bulletin and in the pews, mailing involved?, gives us time to acquire ballots from those who may be traveling on the holiday*
- 9) *Vote tally and report to Pastor (Vic, Denise, Matt, 6/1)*
- 10) *Advertise election results in bulletin (Staff, Vic, Denise, Matt, 6/5-6)*
- 11) *Invite election winners to June meeting (Father, 6/5)*

*Looking forward to your comments re the election process,*

*Vic."*

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**The next meeting was set for Monday, May 10, at 7:00 PM in the Library.**

The meeting adjourned at 8:10 PM. Fr. Bill led the group in a prayer.