

ST. THOMAS MORE PARISH PARISH COUNCIL MEETING

Monday, December 9, 2002

In Attendance: Fr. Bill Wagner, David Lees, Diane Brennan, Vic Ivers, Duane Bradley, Darline Foltz, Ray Neltner, Peggy Fangman, Dee Archer, Barb Schmidt, Matt Mallot, Peg Fischer, and Mike Gennett.

Absent: Linda Young, Carl Lamping (excused), Rhonda Roberts, Michelle Stultz, and Bob Guenther

The St. Thomas More Parish Council meeting was called to order at 7:03 PM EST by President David Lees. Fr. Bill opened the meeting with a prayer.

Minutes of Previous Meeting: David Lees briefly reviewed the minutes of the November 11th meeting. No comments were made regarding the minutes. Everyone agreed that transmitting the minutes electronically was the way to go. It was also appreciated that the minutes of the meeting were now available a day or two after the meeting.

Finance Report: Mike Gennett gave the Finance Report. There was no major swing one way or the other in November. Sunday collections remained tepid and expenses were in line. Two major checks were deposited in the operating account that included the Festival profits and the State reimbursement check. Both proceeds slightly exceeded plan. These checks came in earlier than last year. The State check was good news because we were paid in full instead of being told that only 75% of the allotted amount would be available until the State budget crisis was resolved.

Mike also reported that the December 8th collections were very good. There was a total of \$20,489 collected across the collections including Sunday (\$15,470), Retirement (\$4,934), and the Flower Fund (\$1,030) as well as some miscellaneous donations. 682 Sunday envelopes were

returned. David Lees commented that maybe having two envelopes in the box for December 8 helped. The second envelope was for the Immaculate Conception. Mike pointed out that the Religious Retirement collection was a parish record. It was just a very good Sunday and hopefully the start of new trend.

Mike also discussed the Finance Committee meeting that was held on December 5. The purpose of the meeting was to discuss the Sunday collection shortfall.

A decision was made that Fr. Bill would write a letter to every household explaining the situation. The average envelope amount is up 4%, but the number of envelopes is down 10%. Fr. Bill will thank those who are contributing and invite those who are not coming to church that they are missed. There will also be a push to get more families to use their credit cards and checking accounts to pay for their collection donation. The parish receives the funds even if the family does not attend Mass. The finance committee will meet sometime in late February to review the collection results and to decide if further steps should be taken which include speaking from the pulpit.

The finance committee also asked that all parish and school staff members watch their spending. The objective is to buy only items that are critical to the running of the parish. All other items should be placed on hold.

The finance committee also has decided to develop a five year financial plan.

(Where reports were distributed, only a brief recap will be presented in the notes.)

Education Report:

Peg Fischer gave the Education Report. The school Christmas Program is set for December 18 at 7:00 PM. The 8th grade video technicians will hopefully record the program.

Each classroom has an Advent wreath.

Heat has improved in all the school classrooms. The school website is now www.sttmschool.org

Union Township Police program for December is "Safety at the Mall". Discipline with Purpose does not have a separate theme this month. The Eastern Hills Principals are bringing 1st grade teachers together at St. Veronica on December 13.

Amy Stricker was introduced as the school marketing/public relations associate. Amy's goal is to develop promotional materials for the school to be ready for the Kindergarten registration in late January. Marketing Research and Focus groups will be developed to help get perceptions about the school in order to develop strategies.

Worship Committee: Fr. Bill gave the report. Rosemary Weimer is now in charge of the Environmental Team. She has worked hard to plan Christmas to include moving the crib due to the Sanctuary remodel. She also made the purple altar cloth. Eucharistic Ministers have been added and the Server Training is done.

The Bereavement Mass was held at Noon on November 3 and was very successful. The Advent Penance Service on December 2 had 125 people attend.

Fr. Bill pointed out that many; many parents went to Confession at the November 21 second grade first reconciliation. He felt this was wonderful.

Diane Brennan pointed out there was no food for Gene Miller's family until the day of the funeral. It was pointed out that the bereavement committee has not done this in the past and is not a formal practice we do for anyone else.

Eucharistic Ministers are still an issue. David Lees stated he and Fr. Bill were working on the problems.

Christ Renews His Parish: Diane Brennan gave the women's update. The group met on December 8 with IHM. They had a full house. Pat Miller is their spiritual director.

Duane Bradley gave the men's update. There were just 7 men in the group and they have reported great support from IHM. Key positions are being discerned. "Divine Assistance" is now needed. The next weekend is May 16-17.

Peggy Fangman recommended the original CHRP's from 25 years ago be invited to go through the process again.

DRE Report: David Lees presented the filed report. There will be no classes on December 22 and 29. The Advent wreath making program was a huge success with over 90 people joining in. The report asked that having Bingo on Thursday night be seriously reviewed before a final decision is made. Religious Formation has already scheduled the Parish Hall many Thursday nights well into the spring.

Youth Ministry: Diane Brennan gave the report. Two new senior high school students were just added. The Beach field trip is coming soon. A second bus may be needed since it was so successful. Diane attended the eastside Youth Minister meeting and a packet regarding youth trips is coming from the Archdiocese in order to protect the parish from any liability.

Other ideas being discussed include soup kitchen work, scrap book making to preserve family history, and luminaries are being made for Christmas Midnight Mass.

Boosters: Darline Foltz discussed the recent Team Tournament. 13 parishes were involved that included grades 3 through 8. Prayers were added before the ball games.

St. Vincent de Paul: Giving Tree: 375 gift tags were taken from the tree. 110 Birth Right tags and 50 St. Vincent de Paul envelopes. The food drive was a huge success and the pantry has been filled.

Scouts: Our cub scouts placed first in the Batavia Veterans Day parade. There was also a Father/Son cake bake in November. The annual popcorn event went very well.

The Boy Scouts have recently restructured and have put together a yearly activities calendar. Parents are being asked to help with two events during the year.

PTO: The following report was filed:

Fundraisers

Scripts sales are down from this time last year.

- Week ending 12/08/01 PTO placed an order for \$55,230 (profit of \$1856)
- This year for the same week PTO placed an order for \$11,580 (profit of \$416.30).
- Difference is \$43,650.00 with a profit difference of \$1,439.00.
- Although retail sales are some what up according to reports, the stores seeing an increase are large discount chains like Wal-Mart and Target. Neither of these stores are supporters of the Scripts program.
- We are also seeing a tremendous drop in the number of school families eating out this time of year.
- PTO Board will be meeting over the holiday break to re-exam the budget.

Market Day

- Average monthly total is \$300.00.
- Market Day did a "pie promotion" for the month of November and profits for that month increased to just over \$600.00.

Service

No field trips since the last meeting.

Giving Angels Workshop

- Replaces Little Angels Workshop this year. Each class is "sponsoring" a senior. Small items will be purchased i.e. toiletries, bath towels, slippers, maybe a robe or pajamas. The idea is that the

class continues to pray and support the senior all school year long. For example they will be making Valentines cards in February.

Planning is underway for Catholic Schools Week the end of January

PPP (Parish Parents in Partnership)

This is a joint ministry between CCD and PTO

- Advent Wreath Making - sold 36 wreaths and had 90 people in attendance. Light lunch was served. Everyone had a great time. Last year had only 7 families in attendance, so this was a huge success.
- Breakfast with Baby Jesus - will begin promptly after 10:30 Mass this Sunday. Trying a different day (Sunday vs. Saturday) to see if participation (especially amongst CCDD) is improved. Have 22 families registered to date. Looking for someone to chair this event next year.
- Christmas Cookie and Candy Exchange - is scheduled for this Sunday night. Have 20 parishioners registered so far. Asking for each participant to bake 4 dozen cookies to exchange and bring 1 dozen to "taste test." Looking for someone to chair this event next year.
- Katrina Shepherd (Vice President of PTO) has agreed to co-chair PPP. We are looking for a CCDD parent to co-chair with her. We have another school parent that has agreed to co-chair (Theresa Mahon) if we can't get a CCDD parent to agree to serve this ministry.

Seniors: No report was filed.

Bingo: Darline Foltz gave the report. Revenue is slightly up this year. Darline reported she did not mean to cause such uproar about proposing moving Bingo to Thursday nights. The goal was to look at switching nights to increase revenues. The group proposed to continue to look at this for a potential change in the fall.

Julyfest: The following report was filed by the Julyfest co-chairs:

JulyFest committee continues to meet on a monthly basis. Last month, our meeting was general in nature with a focus on proposed layout changes. The chairs invited the electricians, (Gary Farwick and Chris Simpson) to participate in the proposed layout changes.

A "Teen Area" will be added this year to accommodate those aged 13-16 who congregates in the middle of the midway. Ideas for this area include a dunking booth, DJ with Karaoke, sports type games. Diane Brennan has taken an active role in this area and will be working with the chairs to coordinate this.

The chairs will be visiting Fun Town Enterprises on Saturday, December 14th to look at games, booths, tents, tables and chairs. The JulyFest chairs will be meeting with Cathy Egan, who we are consulting with following to discuss bands, and other festival related matters.

The Eastside Festival Alliance was held on Monday, December 2nd. The potential corporate sponsor (John Nolan Ford) was to have been the featured topic. However, their representative did not come and we voted to seek other sponsors. Dwight Long will be contacting other local car dealerships (Wyler, Beechmont/Montgomery Ford, Joe Kidd Dodge, and the other Beechmont dealers) to see if they are interested in becoming our sponsor. Discussions were held regarding group purchasing with each parish providing their information as to paper products, beer, and food items.

Our next general JulyFest meeting will be held on Monday, January 27th, 2003 at 7:00pm in the Library. All are welcome to attend.

David Lees officially recognized the two co-chairs for doing a fabulous job for the Festival. They were making very positive changes for the Festival. The co-chairs are doing one heck of a job and everyone needs to know it!

Security Task Force: Duane Bradley gave the update. The task force has met and it is very clear that the Portering system is not working. In fact,

the situation is getting so bad; the number one concern must now focus on the safety and well being of our personnel when they are in the buildings. Additional examples were pointed out when the buildings are open and no one is around. Peggy Fangman stated she was not aware of the problems and wanted to be brought up to date.

A document has been prepared and is being reviewed by the task force which will be submitted to vendors for a bidding process. A report should be ready for the February meeting.

Vision for the Parish: Parish Census Vic Ivers presented. There are two overriding goals: (1) what should Parish Council be doing and what should a full census do? A new questionnaire was presented. Everyone felt the new questionnaire was much better. It was recommended that questions 6 and 7 be combined, question 5 be reworded, and the word "council" be changed to "parish".

Communication Proposal: Ray Neltner made the presentation. A program needs to be developed to better communicate with each council member and the parish at large.

Council needs to communicate with fellow staff members via email between meetings. Mike Gennett agreed to furnish everyone's email (see end of the report.) One question is, are the meeting agenda/flows meeting council's needs?

Some of the recommendations that came out were putting council's photos on the web site (done) and post the minutes of the meeting on the web (this meeting's notes may be found at: <http://www.sttm.org/parishstaff.htm>) and on a bulletin board in church.

It was recommended that a note be put on the bulletin board in the back of church that the Parish Council notes are in a binder and available for review in the Fr. Wack Library. Mike Gennett will work with Fr. Bill to get the secretaries to set this up.

Council also needs to start to supply quarterly articles in More About Us.

Barbara Schmidt made the motion to form a Communications Committee and Duane Bradley seconded the motion. All council members said “Yes” except for Peggy Fangman who stated she would abstain. Ray Neltner was appointed as chair. David Lees suggested that the council members on this task force should be the members who are not part of the security task force.

Modular Update: Mike Gennett gave an update on the modulars. They are a number of loose ends being resolved. The alarm system, heating system, carpeting, certification, telecommunications, keying, and other issues are in the process of being completed. Hopefully, everything will be resolved by the first of the year. At this time, the school plans to move in the west building over Martin Luther King weekend.

Guidebook: The Guidebook is off the press and copies were passed out to all in attendance. They should be in the homes any day.

Pastor’s Report: Fr. Bill reported he has made no decision regarding filling the Deacon’s position. He is playing the grapevine and does not want to advertise it at this time. He does not know if we will have a full time or part time position.

10:30 Sunday Mass: The 10:30 Sunday Mass continues to be a problem. Too many events are happening at this Mass causing it to run late. This issue must be formally resolved in the spring. We just can not do everything at this Mass.

Communications: The group decided that in the future they are to communicate with the Business Manager rather than the parish secretaries. This includes sending in regrets. Reports are to be filed in the future to everyone in advance of the meeting via email.

Matt Malott is in the process of establishing a group email address for all council members. This listing includes council members and those who

regularly attend the meetings. Reports beginning with the next meeting should be filed via email to the following user group id:

stmCouncil@yahoogroups.com

Individual email addresses are listed below:

*Barb Schmidt	bschmidt_1128@hotmail.com
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*David Lees	Davidjlees@aol.com
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*Voting members of Parish Council

Next Meeting: The next meeting is scheduled for Monday, February 10, 2002, at 7:00 PM in the Library. There will be no meeting in January.

David Lees closed at 8:52 PM. Fr. Bill led the group in a prayer.