

**Most Blessed Sacrament
Parish Council Meeting Minutes
Thursday, April 21, 2022
6:30 PM St. Peter (McKeough Hall)**

Present: John Morelli, Doug Lauer, Jan Grable, Mary Otto, Mark Neilsen, Kristin Bird, Tracey Domiter, Fr. Jerry Pastors

Prayer

- Fr. Jerry - Litany of St. Joseph

Request to Approve Agenda & Minutes

- Tracey moved, Jan second

Update from Pastor

- New Evangelization & Discipleship position still open.
 - Our best candidate took a different job closer to family after 2nd interview.
 - Continuing to post job in various places
- Deacon Pat Gelhar was recently hired by all 3 parishes to help manage the Catholic Cemeteries of Oshkosh.
 - Calvary, Riverside Catholic, Sacred Heart
 - Right now each parish pays \$1000/mo for maintenance
 - Key issues: funding for rising maintenance costs, getting and retaining employees, decreasing revenue due to Riverside being full and increase in cremations.
 - Anyone who has some ideas or suggestions should talk to Deacon Pat from St. Jude.

Update from Committees

- Evangelization and Discipleship: (Position Open)
 - Asking all the council members and intercessory prayer team to pray for the right candidate to come forward.
- Liturgy:
 - Encounter Holy Hour events.
 - 25 attendees the first 3 weeks, 60 for the 4th week (likely due to Bible Study attending & Lent)
 - Lent & Holy Week
 - Holy Thursday: 161, Good Friday: 261 (service), Easter Vigil: 180, Easter Sunday 267 (8:30) & 285 (10:30)
 - City Wide Eucharistic Procession for Corpus Christi
 - Leaving the parish at 2:30 and meeting other parishes at Lourdes.
 - Working on some kind of parish celebration after the procession.
 - Summer will be looking forward to planning the upcoming year for liturgical seasons.
 - Due to the intensive needs of Lent & Holy Week, have not had a chance to work more specifically toward the goals yet.

- Lots of discussion around usher training & need for consistency - especially now that the pandemic is over.
- Pastoral Outreach:
 - [Goal Update Report](#)
 - Discussion points:
 - Need some continued clarity around what things are now moving onto Deb's group. For example: need more clarity around the funeral ministry roles and responsibilities.
- Parish Operations: Goals for the 2021-2022 year:
 - Human Resources
 - Job Descriptions
 - Annual Reviews
 - Already completed a 90 Day Onboarding process
 - Fill Open Positions
- Buildings & Grounds
 - Building Safety Plan
 - Mechanical Manual/Book
 - Number & Labeling Doors
 - Cameras
 - Room Usage Assessment
 - For each meeting room: how many people, what A/V equipment, what seating configurations are available
 - Mission Center
 - Warming Shelter
 - Connection Centers
 - Working with Deb on project plan
 - WiFi & Server Conversion
 - Moving to cloud based server (Office 365)
 - Moving away from Gmail addresses so that staff have dedicated parish emails that we control.
 - 10 Year Capital Improvement Plan
 - Working with the Buildings & Grounds Committee to develop a list of the capital improvements that need to be done and prioritize them.

Old Business

- Finance Council
 - Requesting for Dave Van Spanekeren to do a financial process audit
 - Moving back to long handled baskets
 - Joint meeting with Finance Council?
- Collection
 - Father requests we move back to the long handled baskets
- Key questions to ask before restarting any pre COVID initiative or starting up a new initiative:
 - What are the concrete goals for this program/event?
 - How will we evaluate whether or not it was fruitful?
 - Who needs to be involved in this initiative (staff, clergy, volunteers)?

New Business

- [Hospitality & Relationship Coordinator Report](#)
- Cabrini Building Apartments Open House for MBS parishioners May 25th (4-5pm)
- Grotto at St. Mary site
 - Requesting cleaning and statue repair - will need to get a quote
 - Contractors willing to build up dirt to help with water flow and planting grass inside.
 - Putting up concrete pylon to protect from vehicles

Next meeting: May ? (Joint Meeting with the Finance Council)

Next Council Meeting: August 18, 2022

Adjournment

- *Jan moved, Tracey seconded*

Closing prayer led by Fr. Jerry (Prayer to St. Joseph)