

## **NATIVITY PASTORAL COUNCIL MEETING**

Tuesday – February 26, 2008

6:30 P.M. – Nazareth Room

Church Of The Nativity

Chairperson Ken Jablonsky called the meeting to order at 6:34 p.m. and led the council in Opening Prayer.

Present: Fr. Kevin Boucher, Duane Koble, Terri Dahl, Bonnie Faller, Cindy Hutchins, Brenda Lang, Joe Miranowski, Bev Nesler, Chenise Nesler, Greg Schmalz, Corporate Lay Secretary Jason Schwengler, and Kevin Wolf.

Absent: Fr. Gary Luiten, Marilyn Bjoralt, Betty Hund, Cindy Hutchins, Leon Senn, Joel Simons, and Deanery Representative Jean Hannig.

Guest: Abby Rheault, Music & Liturgy Coordinator at Nativity Church

Minutes from the 01/22/2008 Parish Council meeting were mailed prior to the meeting and accepted as written by unanimous consensus.

### **Old Business**

- Leadership Discussion and Prayer – Fr. Kevin handed out the booklet “Growing into Life” by Joan D. Chittister, OSB, to those members who have not received the booklet yet from another council or commission. Please review and plan to attend on March 11, 2008 at 7:00 p.m. for an evening of spiritual nourishment for the leaders of the parish.
- Parish Social Gathering vs. Courtyard Party – Kevin Wolf reported that back in November of 2007, the Knights of Columbus decided to not take over the Courtyard Party and that alternatives should instead be considered. Kevin Wolf, Greg Schmalz, Bonnie Faller, and Ken Jablonsky agreed to volunteer to be on committee with a group of Knights to discuss alternative informal gatherings that parish members could engage in.

### **New Business**

Nativity Anew II Building Committee Report – Duane Koble reported in Betty Hund’s absence. The committee has drawn up a preliminary plan on how the open courtyard space might be designed. Fr. Kevin added that the most significant part of the project is repairing the roof of the school this summer, with funds that are readily available to cover the cost of this part of the project. Approval has been secured from the Bishop to proceed with the roof repair.

Capital Campaign Report – Duane Koble reported that an insert was in this past Sunday’s bulletin and that the priests had announced the capital campaign goals and mission at each Mass. Several parishioners have been recruited to chair the various capital campaign committees. Duane reported that the process has been moving forward quite smoothly.

FCSN User Fees – Fr. Kevin Boucher handed out a copy of a Memo from FCSN Superintendent Kyle Edgerton. Fr. Kevin had met with the FCSN leaders, regarding the calculation of User Fees. A per pupil dollar figure, to be re-evaluated each year, was determined to be the fairest method of reimbursement for use of school facilities. Fr. Kevin also stated that future discussion regarding rent will be held with FCSN when ground source heat is installed, due to the extraordinary savings that will be seen compared to the current use of natural gas. Duane Koble expressed his gratitude to Kevin Wolf for all that FCSN does for the Catholic schools. He also noted that Nativity recently received an FCSN Kitchen Rental fee.

At 7:00 p.m., the Pastoral Council attended Lenten Evening Prayer in the Chapel.

12:15 Liturgy During the Summer – Terri Dahl reported that the Liturgical Commission was requesting feedback to their recommendation to eliminate the 12:15 p.m. liturgy from Memorial Day through Labor Day. The reason for the recommendation was that attendance is low and the extreme difficulty in finding people to fill all of the ministry positions for this Mass. After discussion, consensus was given by the Pastoral Council for the Liturgical Commission's request as noted above. Council members also advised that the 12:15 Mass time on the outside sign be covered at the appropriate time of the year and that the timing be increased on the electronic sign when the times for Masses are posted.

Other New Business – Kevin Wolf questioned how often the parish member database is reviewed and purged. The following methods are being used to keep the database current:

- Bev Nesler reported the procedure she uses before removing someone from the parish list from mailings that are returned;
- month-end reports received from other parishes reflect if a person has moved;
- when the Stewardship Council calls to thank parishioners each year for their ministry to the church; and
- the capital campaign will offer an excellent opportunity to purge the database.

### **Pastor's Comments**

Fr. Kevin had e-mailed his report prior to the meeting. He has been active meeting with the Chairpeople who were recruited for the Capital Campaign. Fr. Kevin also noted that he has had many speaking engagements at Nativity and in the Fargo area.

### **Associate Pastor's Report**

Fr. Kevin Boucher handed out Fr. Gary Luiten's report since Fr. Gary was at the Catholics Coming Home meeting tonight. Third graders have been preparing for Confirmation. Fr. Jack Davis will be speaking at the Masses the weekend of April 27<sup>th</sup>. Fr. Gary continues to meet with couples preparing for marriage and has been involved in leading the Stations of the Cross this Lenten season.

### **Director of Administration's Report**

Duane Koble reported on the following topics:

- Easter Party 2008 – Duane Koble and Sister Juliana met with United Church of Christ (UCC) and started the dialogue for UCC to take over the leadership of the Easter Party. UCC is willing to host the party; with Nativity's guidance and assistance with the collection of food, assembling and delivery of meals, and kitchen preparation. Duane handed out a sign up sheet for council members to take the opportunity where we each might be of assistance for the Easter Party.
- Fire Prevention Inspection Report – An inspection of only the parish building was done on January 28<sup>th</sup>. The building meets the minimum requirements. Recommendation was made to replace the Sanctuary's exit doors because they are difficult to open.
- Constitution and Bylaws of Commissions & Councils – Reviews and updates are near completion. Duane recommended that the Parish Council conduct a cursory review of its Constitution and Bylaws in the near future.
- Staff Update – Staff reviews and job description updates are being conducted; as well as a review of the organizational structure.

- Youth Ministry – Tickets are still available for the Peruvian Dinner to be held on March 2<sup>nd</sup>.
- Anew II Capital Campaign – Duane commented on US Bank's generous donation to the parish community when the building fund account was setup. They donated checks, deposit slips and an endorsement stamp for the capital campaign account.
- Feasibility Study – If anyone has not received a copy of this study, please contact Duane.
- End of Month January 2008 Financials – Duane stated that the total Offertory in January was above budget, which is uncommon to see after the Christmas season.
- Capital Campaign Overview - Duane noted that his report included an overview of the Capital Campaign; its objectives, success principles, public relations, organization, levels of support needed to succeed, and organizational chart. Pat Callens was hired as temporary secretary and assistant for the capital campaign. Please refer to this overview for more detail. He also noted that a DVD will be produced that will reflect Nativity's story.

### **Committee Reports**

Stewardship – Jason Schwengler handed out a report from the Stewardship Council's meeting on January 15<sup>th</sup> that he did not have available at last month's meeting. Since the council has not met yet, he had nothing further to report.

Liturgy – Terri Dahl handed out her report. She commented that Joan Quick presented a proposal from the Health Advisory Committee to place a song number board in the worship space. This proposal will be discussed further. The Mary and Jesus sculpture will be completed within the next two months.

Social Justice – Bonnie Faller noted that their finance committee had expended \$1,299 over budget, but since she was not at the meeting, she did not have an explanation why. Please review the report regarding other discussion at the Social Justice Ministry meeting.

Buildings & Grounds – No report provided as Betty Hund was absent.

Staff Representative - Abby Rheault reported for Cindy Hutchins due to Parent-Teacher Conferences being held this evening. For their staff meeting today, the staff went to the Dorothy Day House to complete a team building activity. They are preparing for the third Lenten Festival - Walk On to Easter.

Youth Ministry - Chenise Nesler reported that the membership in WOW and LinC has remained constant and that they are very active with various activities. The ski trip was cancelled due to cold weather. She spoke about their various fundraisers and youth activities.

Parish Faith Life Commission – Greg Schmalz said the commission would be meeting next Tuesday; therefore, he had no report for this meeting.

Health Advisory – Bev Nesler handed out Joel Simons' report in his absence. No further comments were made.

FCSN Council – Kevin Wolf reported that FCSN is finalizing their 5-year strategic plan. He noted that the FCSN Council had an extended discussion regarding the Code of Conduct that was given to all parents and students to read and sign. This process accomplished the goal of making parents and students aware of the content in the student manual and what is expected of the students regarding their behavior, inside and outside of the school. This raises the bar and standards for students in the Catholic Schools Network. Kevin also noted that many activities have been going on; and he thanked the Nesler family for their involvement during Catholic Schools week.

**Announcements**

Chairperson Ken Jablonsky announced that there will be no Pastoral Council meeting in March during the Lenten season. The next meeting will be on Tuesday - April 22, 2008.

There being no further business, Ken Jablonsky led the Council in Closing Prayer and the meeting was adjourned at 8:43 p.m.

Respectfully submitted,

Brenda Lang

Recording Secretary