

## **NATIVITY PASTORAL COUNCIL MEETING**

Tuesday – April 24, 2007  
6:30 P.M. – Nazareth Room  
Church Of The Nativity

Vice Chair Leon Senn called the meeting of the Pastoral Council to order at 6:36 p.m. pursuant to notice and the Council opened with prayer and Evening Prayer.

Present: Fr. Dale Kinzler, Fr. Bill Gerlach, Duane Koble, Leon Senn, Marilyn Bjoralt, Terri Dahl, Bonnie Faller, Betty Hund, Cindy Hutchins, Brenda Lang, Bev Nesler, Greg Schmalz, Joel Simons, and Kevin Wolf.

Absent: Sarah Schlicht, Ken Jablonsky and Al Peach.

Minutes from the 02/27/2007 Parish Council meeting were approved as written by unanimous consensus.

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

Duane Koble handed out his report and covered the following topics:

1. Worship Space Lighting Update – Lighting project for the worship space is in process with an expected completion date within two to three weeks.
2. New Meeting Rooms – Final additions, landscaping, and inspection will soon be completed. Names for the new rooms were addressed later in the meeting.
3. Parish Bookkeeper Position – Has been advertised due to Mary Jo Sigl's move to Bismarck, ND. The position will also include some support secretarial duties.
4. God's Gift of Appeal – At 87% and continues to move towards Nativity's goal of \$120,000. Duane provided a spreadsheet of Nativity's God's Gift of Appeal past 5-year history.
5. Otto Bremer Foundation Grant – The parish office of Health Ministry and Pastoral Ministry has submitted a grant proposal for \$8,000 to address health needs of our parish members. The proposal is being reviewed with a final decision to take from 1-3 months.
6. Catholic Aid Association Grant – The parish offices of Faith Formation and Parish Faith Life have submitted three grant proposals for (1) Fundraiser for the parish Spring Salad Buffet which will bring an approved matching grant from Catholic Aid up to \$1,000; (2) A \$500 grant proposal submitted for "Chastity and Abstinence Education; and (3) \$500 grant proposal for a digital camera as an Education Technology Grant.
7. Fire Prevention Inspection Report – Annual Fire Prevention and Inspection report was received March 28, 2007 and the building has met the minimum Uniform Fire Code Requirements.
8. Joint Nativity/United Church of Christ Easter Party – Held on April 8, 2007 and served 300+ people. Evaluation of the party to be completed.
9. Nativity Planning and Processing Committee – Duane Koble deferred to Betty Hund to report in more detail when council members give their committee reports.
10. New Youth Minister – Kellie Bruckbauer has accepted the appointment of Youth Minister beginning August 1, 2007 under the direction of Kathy Bourdon and Lynn Stasch. She will also be organizing the Nativity softball team in June.
11. Spring Salad Buffet – To be held May 9, 2007 from 11:00 to 2:00 at Nativity Cafeteria. Bev Nesler passed around a sign-up sheet if interested in bringing a salad.
12. Nativity Leadership Transition Team – With both of Nativity's pastors being reassigned, Duane stated that he has formed a "Nativity Leadership Transition Team" to assist with the transition to our new pastors in June. A farewell gathering for Fr. Dale and Fr. Bill will be held in June.

13. Summer Maintenance for Parish Plant & Grounds – Maintenance needs of the school building, grounds, and church have been identified and prioritized.
14. Summary of March Financials – Reflected budget at 25% of the calendar year. Summary Profit & Loss Statement for the first quarter was also attached.

Duane also noted that he is serving on team for the Accreditation Process at St. Joe's Parish in Moorhead, which has afforded him the opportunity to connect with another parish.

### **Pastor's Report**

Fr. Dale handed out his report and stated that he had announced his June 20<sup>th</sup> departure at Sunday Masses. He has completed a 12-year pastorate at Nativity and was asked by Bishop Aquila to assume the pastorate at St. Joseph's Church in Devils Lake, which he accepted. He included a copy of the article that will be in the Voice with his report to the Council. Fr. Dale expressed how he has grown spiritually through the Nativity faith community and thanked everyone for their part.

Father Kevin Boucher has been assigned as pastor for Nativity and will be visiting the parish on June 4<sup>th</sup>. If possible, parish council members are invited to the church's new meeting rooms at 4:00 p.m. to meet Fr. Boucher.

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

Fr. Bill Gerlach handed out his report that focused on Christ Renews His Parish (CRHP) and other aspects of transition. He noted that the invitation process to attend CRHP weekends has become quite challenging for both the men's and women's weekends. Continuing CHRP weekends has also become a challenge when the majority of participants have chosen not to continue on in formation, leaving the continuation process to prior CRHP participants. Fr. Bill recommended that CRHP be suspended for a time and resumed in the future when someone has the passion to move it forward again. Council members discussed the pros and cons of suspending CRHP and the many benefits it has brought to the Nativity parish community. Recommendation for better record keeping of those people contacted to consider the CRHP weekend, and when the person was contacted, so that parishioners are not asked repeatedly.

Because CRHP was a wonderful form of evangelization to the Nativity community, Duane Koble recommended that it be tabled temporarily, allow the new pastors time to settle in, and determine at a later date if a facilitator will be needed to bring CRHP to the next level.

With Fr. Bill's assignment to St. Michael's in Grand Forks by the end of June, Fr. Bill outlined the following areas of transition needs:

1. Handing over the RCIA process to Chris Steffan and transferring computer documents regarding RCIA to Chris Steffan and sacramental preparation to Kathy Bourdon.
2. Two new co-chairs will be needed for the Fall Festival since he is leaving and LaVerne Seefeld has notified him that she will be unable to co-chair this year.
3. Asked for assistance from the Council in how the discernment process will be handled, since he had taken on the sole responsibility in the past.

Fr. Bill expressed the blessing he has received from serving the people of Nativity for the past three years.

### **Old Business**

Fr. Dale handed out a sheet with a compilation of the staff's and council's suggestions and comments for naming the two new meeting rooms. The Pastoral Council voted by secret ballot from the following three choices: 1) Nazareth and Bethlehem; 2) Walsh and Mueller; and 3) Advent and Epiphany. Nazareth (North Room) and Bethlehem (South Room) secured the majority of the votes.

## New Business

### Council Committee Reports

- Youth Ministry: Bev Nesler handed out Sarah Schlicht's report who was unable to attend the meeting tonight. She reported on the following:
  - LinC raised \$811 towards helping in Peru.
  - Pulpit talks will be tabled until next year.
  - Sarah will be small group leader for LinC and maybe W.O.W. next year.
  - Events are planned for LinC's and W.O.W.'s last meetings.
  - Kellie Bruckbauer will be the new LinC youth leader.
  - Another youth will be selected next year to be represented on the pastoral council.
- Buildings and Grounds: Betty Hund reported that the newly formed Nativity Planning and Processing Committee met in April. Identifying strengths, weaknesses, and needs will be the next step as well as meeting with Nativity AnewI to review how they started the process in the past. The Pastoral Council's strategic planning will also be reviewed. Focus groups will be postponed until after summer, but the committee will continue to meet throughout the summer. They will report to the parish this fall with a buildings and ministry needs assessment. Keep in mind that Nativity has 5-years to determine the use of the \$1 million gift.

Peter Vandenburg will be completing the landscaping outside the new meeting rooms. Cleaning of the Rectory will also be addressed in June with a committee to be set up for regular cleaning and maintenance.

- FCSN: Kevin Wolf handed out the report and highlighted the following issues:
  - A new Activities Director has been hired at Shanley.
  - All administrators have signed on again for next year.
  - Fr. Ross Laframboise has been assigned to Rugby as Associate Pastor. Fr. Charles LaCroix will join the FCSN as Chaplain.
  - The traffic areas at Nativity School have been reviewed for flow and safety.
  - Football and soccer coaching positions will need to be filled.
  - Please keep Keith Edgerton in your prayers through his upcoming liver transplant. A benefit will be held May 14<sup>th</sup>.
- Parish Faith Life Commission: Greg Schmalz had e-mailed his report prior to the meeting.
  - The Courtyard Party will be held on August 22, 2007.
  - Kathy Bourdon presented an idea of a written agreement between parents and parish to work together in sharing the faith. This idea will be explored further during Parent Partnership Wednesday evening sessions.
  - Family Faith Formation Schedule for 2007-2008 has been set.
  - Nativity Parish Life was noted as more than programs for our children, many sessions are held for the adult faith community as well. Are searching for ideas for the 25-40 year old age group to enhance participation.

Question was raised about holding teen-oriented Masses. This issue will be addressed by the new Youth Minister, Kellie Bruckbauer.

- Health Advisory: Joel Simons handed out his report from their February meeting. He noted that Nativity has partnered with MeritCare and developed a Memorandum of Understanding for Pandemic Preparedness. There is a need to have the business community on board with this type of plan due to the magnitude of the consequences.

- Liturgy Commission: Terri Dahl had also e-mailed her report.
  - She noted that although Come To The Light was a great program, there was poor attendance. This was also true of the reconciliation service. Recommendation was made to review the current regulations and determine if “community building events” could be included in the announcements. It was also recommended to move announcements to the beginning of Mass instead of at the end.
  - Terri asked for comments from the Council regarding Holy Week to include with the committee’s review. Abby Rheault was complimented for a job well done, but it was acknowledged that the duties are more than what should be placed on one person. There was discussion about leaving water in the baptismal font during Lent. Fr. Dale noted that it is not a requirement to drain the water, as holy water is still needed for funerals, etc.
  - Nativity is searching for a new director for the Bell Choir.

### Other New Business

1. Discernment Process – With his upcoming reassignment, Fr. Bill stated that he will bring the discernment information that he has gathered these past years to the next meeting for the Council to determine if they want to use the election or discernment process. He emphasized that the discernment process is a key part to the leadership of the parish.
2. Concern was expressed about the reassignments of both priests and the workload it will place on the Director of Administration’s shoulders. Fr. Dale explained that this situation of both pastors being reassigned does occur. Their responsibilities as pastors were to shepherd the talents and gifts of the people of God. He expressed his thanks for the opportunity to shepherd this parish. The council members expressed their gratefulness for Fr. Dale’s and Fr. Bill’s commitment to the Nativity parish these many years.

There being no further New Business, Vice Chair Leon Senn led the Council in Closing Prayer and adjourned the meeting at 9:15 p.m.

Respectfully submitted,

*Brenda Lang*

Recording Secretary