

## NATIVITY PASTORAL COUNCIL MEETING

Tuesday – August 28, 2007

6:30 P.M. – Nazareth Room

Church Of The Nativity

Fr. Kevin Boucher led the Pastoral Council in Evening Prayer at 6:35 p.m.

The council meeting was then called to order, pursuant to notice, by Chairperson Ken Jablonsky at 6:55 p.m.

Present: Fr. Kevin Boucher, Fr. Gary Luiten, Duane Koble, Terri Dahl, Bonnie Faller, Betty Hund, Cindy Hutchins, Ken Jablonsky, Brenda Lang, Bev Nesler, Greg Schmalz, Joel Simons, Kevin Wolf, and Corporate Lay Secretary Marilyn BJORALT.

Absent: Leon Senn, Deanery Representative Jean Hannig, and Corporate Lay Treasurer Al Peach.

Minutes from the 05/22/2007 Parish Council meeting were approved as written by unanimous consensus.

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

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

1. Otto Bremer Foundation Grant – Had been submitted for \$8,000.00 to address health needs of the parish members and \$6,564.00 was granted. Funds were placed in a restrictive fund for specific uses.
2. God's Gift of Appeal – Is at 98% of the \$120,000 Goal, with 35% participation of the parish.
3. RSVP-Retired & Senior Volunteer Program – Pastoral Team has decided to revive this partner program of 12 years ago. The purpose is to provide various opportunities for persons aged 55 or older to participate more fully in their community through volunteer service. This program ties in with stewardship on a broader base. Sr. Juliana will coordinate this ministry.
4. Nativity Team Retreat Day – Was held 08/23/2007 at the Presentation Center. The retreat centered on “Luke 24:15: *“Jesus himself drew near and walked with them.”* Walk on!” They focused on Nativity's vision and focus for the year.
5. Nativity Community Center –Gym – Old basketball equipment from 1961 was replaced in the gym at a project cost of \$5,890.00. Kevin Wolf and Pat Nistler were acknowledged for their part in the fundraising for this project.
6. Catholic Mutual Risk Management Report – A safety inspection of the Nativity Campus was conducted on 06/18/2007 by Tom Dains from Catholic Mutual Insurance Company. Thirteen citations, mainly electrical issues, have been corrected.
7. Building IT Update – New e-mail accounts were assigned to the Nativity Team members to be congruent with the Nativity Home Page at [www.nativitycatholicchurch.net](http://www.nativitycatholicchurch.net). New e-mails will be first name, first letter of last name, followed by the extension “nativitycatholicchurch.net”. The pastor's e-mail accounts will be through the Diocese of Fargo.

8. Worship Space Lighting Update – Music Room – Lighting system update in the worship space has been completed. New light bulbs were installed in the Worship Space, Chapel, and Meditation Chapel and new lighting in the music room.
9. New Meeting Rooms – Keeping with the theme of Nativity, the North Room has been named the “Nazareth” Room and the South Room the “Bethlehem” Room. The new rooms and family bathroom located between the two have been in use for several months. Minor work is being completed. Betty Hund was acknowledged for her dedication to the completion of the landscaping outside. Remaining funds will be used towards furnishings and wall hangings. The Knights of Columbus were recognized for their gift of labor and funding of \$5,600.00 for audio visual equipment, wiring, projection screens and powerpoint projectors. Installation of equipment should be completed this fall. Contact the parish office to schedule use of the rooms. Peter Vandenburg was also recognized for his leadership in this project.
10. Sunday Morning Nursery – Chris Steffan, Adult Faith Life Coordinator, is surveying parents regarding the Sunday Morning Nursery for the 9:15 and 10:45 liturgies, to staff the nursery with volunteer help. The Nursery will be moved from the Youth Room to the Bethlehem Room because it will be more child friendly and safe.
11. Building Organization – Maintenance – Tim Sayer and Ron Marquart were acknowledged for their dedicated efforts in cleaning, labor, and organization of the building this summer. Storage space is being reorganized, including moving 400+ chairs from the outside storage shed to the inside area.
12. Parish Plant Update – The church building’s central air-conditioner main chiller unit failed late July. The main compressor failed but was under warranty leaving only the cost of the fuses and labor to be covered.
13. Evangelization – Burundian Refugees – Two families have been welcomed to the Nativity parish. Drivers are needed so that they may attend Mass. Mentors will be needed to assist them as they settle into our community.
14. Bulletin Advertisers – Liturgical Publications, the church’s bulletin advertising company has continued to provide a professional weekly bulletin.
15. Relay For Life – The Nativity Cancer Support Group Rally raised \$3,505.00 through luminaries and \$650.00 from the sale of jewelry.
16. Murray McManus Spaghetti Dinner Fundraiser – Many thanks to those who participated in this fundraiser on 08/16/2007 for the McManus family, who need continued support.
17. Clergy Transition – Thanks to the Nativity Leadership Transition Team of twelve who have made the clergy transition go so smoothly. We welcome Fr. Kevin and Fr. Gary to the Nativity Team.
18. Summary of July Financials – Stewardship during the summer is down, as usual, affecting the budget from 4 to 7 points. Stewardship picks up again in the fall when school starts.

Grand Knight, David Wilhelmi, and Karl Nesler from the Knights of Columbus joined the meeting at 7:20 p.m. to discuss the adornment of the Bethlehem Room. With this room to also be utilized as a nursery, they described how they would affix the statues to individual shelves while maintaining safety within the room. Statues will be permanently attached to a shelf and at an adult’s head height to avoid falling and causing any damage or injury. These shelves will be placed to the side of the screen equipment. David Wilhelmi questioned if a crucifix will be included in the meeting room? Duane Koble stated that Fr. Kevin will be choosing the crucifix

for both meeting rooms. The Knights' request of the Parish Council was if there were any concerns regarding the adornment of the Bethlehem Room as presented and to contact them with any further questions.

After the Knights left the meeting, council members discussed the fact that the meeting rooms are for all parish ministries and recognized the Knights' involvement and gifts to Nativity. The Knights are very conscientious of maintaining the integrity of the meeting room and have kept the Council informed at all times. After discussion, unanimous consensus was given for the Knights of Columbus to adorn the Bethlehem Room as presented to the Council. Fr. Kevin will inform the Knights of the Council's decision.

### **Pastor's Report**

Fr. Kevin reported that he has met with the Knights of Columbus and attended an FCSN meeting, Deanery meeting, Pastoral Council social, weekly staff meetings, and retreat days. He has been visiting nursing homes and hospitals and meeting the staff at Nativity. Fr. Kevin noted how blessed this parish is with its professional staff and talents that they bring to Nativity. He is also looking forward to meeting the Nativity school staff.

Fr. Kevin noted that he has planned to add an All School Mass once a week, which will be evaluated in a few months for its effectiveness. He stated that his portfolio will be the same as Fr. Dale had, which includes but is not limited to, administration, capital campaigns, Diocese of Fargo connection, council, committees, commissions, liturgy, FCSN, Knights of Columbus, Nativity School, Sullivan-Shanley Schools, and hiring staff. He is very happy to be at Nativity!

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

Fr. Gary has also been meeting the staff and parishioners. He has been reviewing his portfolio that includes overseeing baptismal preparation, Faith Formation, Fall Festival liaison, marriage preparation, pastoral ministry, RCIA/Evangelization, Youth Ministry, Social Justice, and reviewing Nativity's Mission Statement. Fr. Gary stated he is looking forward to organizing a youth mission trip to help the poor.

### **Old Business**

- Discernment Process – Duane Koble recapped what Fr. Bill had outlined at the last council meeting and that people will be needed from the various committees and commissions to discern who will assist with this process. Council members described the discernment process in more detail for Fr. Kevin's and Fr. Gary's benefit. Reviewed the upcoming timeline for the discernment process, as a Sunday date needs to be selected. Fr. Kevin stated that he will lead the discernment with assistance from others who have done so in the past.
- Council term limits were questioned. Each of the liaison positions have a maximum of two 3-year terms, except for one-year terms for the deanery representative, corporate lay secretary, corporate lay treasurer, recording secretary for the council, chairperson, and vice chairperson. Betty Hund is the only council member whose 3-year term expires December 2007. She stated that she has discerned to serve another 3-year term as Buildings & Grounds Liaison on the council. Chairperson Ken Jablonsky requested all liaisons to discern if they wish to change their current liaison position or not.
- Recording Secretary Brenda Lang noted additional changes to the revised council directory that had been mailed to the council for this meeting.

- Chairperson Ken Jablonsky requested the council members to please remember to e-mail their reports to the entire Parish Council prior to the council meetings.

### New Business

- **Nativity Planning & Processing Committee Report** – To determine its mission, Betty Hund stated that the committee had reviewed Nativity AnewI, the Long Range Plan, and the specific objectives for buildings & grounds as outlined in the Long Range Plan. These elements provided the guidance needed in how to effectively utilize the Hoffart’s Million Dollar gift and the direction to recommend for Nativity AnewII. Betty Hund stated that the committee had reached a preliminary plan for use of the funds and outlined the needs and wants that they had identified in relation to objectives in the Long Range Plan.

Since the subcommittee is at the point to move forward, Betty Hund asked for the Council’s approval if they agreed with the preliminary plan as outlined; and if it stayed true to the original plan for Nativity and where Nativity wants to be in the future.

After discussion, the council members agreed that the preliminary plan was based on the needs of the Nativity parish and were appropriately aligned with Goal 6 of the Long Range Plan; it continues the mission of Nativity AnewI, and that the committee has set realistic goals of an estimated capital campaign cost of \$2.7 million. Unanimous consensus from individual council members was secured by those in attendance for the plan as outlined above.

- Bev Nesler reported on the preparations for the upcoming **Fall Festival**. Almost all of the committees have a chairperson, two meetings have been held, and raffle tickets are being disbursed after Masses. A permit was purchased to hold Bingo, although there are new state requirements that must be followed. Crafts & Collectibles has been replaced with some new areas; Party Central for parishioners who sell a product and the Pumpkin Patch for adults and children to decorate a pumpkin for a fee. A French Toast Brunch will be served with fruit, eggs, and a roast beef & ham carving station. Tables will again be rented through United Rental.
- Duane Koble reported on the **Long Range Plan**. Each council member should have a copy in their binder. Duane Koble and Cindy Hutchins have worked with the staff to identify a specific part of each goal that the staff has chosen to focus on. Duane passed out a handout that outlined their chosen issues. With the pastoral transition settling into place, the staff will now start moving forward with these goals. Fr. Kevin Boucher will be the driver of the Long Range Plan, which literally drives all areas of the church. Jean Hannig and Marilyn Bjoralt were acknowledged for their in depth work they did on the Long Range Plan.
- **Leadership Vision Evening** – Cindy Hutchins reported that for many years in the fall, Nativity has held an evening to come together, identify those people in leadership roles, and to remember Nativity’s mission statement. Then the Courtyard Party was also scheduled in the fall. With both events being held so close together, Cindy questioned the Council if both events should continue or not? Council discussion brought out the point that one event is a social event and the other is specifically a leadership event; and since new members now join in January versus in the fall, these points should be taken into consideration. It was noted that the Courtyard Party is well attended and ties into Faith Formation.

Chairperson Ken Jablonsky was directed to appoint a subcommittee to discern the issues involved with both events; and for this subcommittee to bring a recommendation back to the Pastoral Council. Kevin Wolf, Marilyn BJORALT, Greg Schmalz, and Bonnie Faller volunteered to serve on this subcommittee. As liaison for the Parish Faith Life Commission, Greg Schmalz will act as chair. The Nativity staff will be advised on the direction to take with these two events after the subcommittee has met and reported back to the Pastoral Council.

- With summer coming to a close, the **committees and commissions** are just returning to meet this next month; therefore, there were no reports at this time.

There being no further New Business nor Announcements, Chairperson Ken Jablonsky led the Council in Closing Prayer and adjourned the meeting at 9:32 p.m.

Respectfully submitted,

*Brenda Lang*

Recording Secretary