

**Our Lady of Lourdes Parish
Minutes of Pastoral Council Meeting**



March 20, 2024

In-Person

6:00 – 7:28 p.m.

Pastoral Council in Attendance: Deb Steppe (Parish Director), Mary Alston, Cory Anshus, Paula Dahlman, Jackie Dombrowski, Anita Eikens, Pat McKay, Tom McKean, Rebecca Porter, Judeen Schulte, Nancy Short, Lorie Skeff, Jim Stamatakos, Donna Van Wynsberghe (Chair)

Excused: Denise Haussy, Christine Yatchak

Guests: Jerry Beine (Chair, Finance Council), Maryrose Wolf (Director Administrative Services)

Opening Prayer led by Pat McKay.

2024-2025 Budget discussion

Copies of the budget were distributed prior to meeting. Maryrose described the annual budgeting process. Each department gets a history of past year expenditures and submits requests for next year.

Income: Amount for regular envelopes (\$785,000) is based on pledges received plus estimated amount for what will be received that has not been pledged. The budgeted amount is based on past experience of what is contributed but not pledged in advance. The amount for offertory collection (\$40,000) is based on the first six months (through December) of the current fiscal year. 90% of income comes from regular envelopes and offertory collection.

Expenses: The budget originally included a raise for staff, but the Council had to eliminate this to balance the budget. Each 1% of a staff raise would be an additional \$5400 per year. The amount for liturgy expenses is decreased since we have not hired a full-time liturgist. Since no one has responded to invitations or advertisements, Deb is looking for a liturgical assistant. Archdiocese estimates 2.5% increase in Health insurance costs and 5% increase in dental/vision; these numbers are not final yet.

There will be large increases for property & liability insurance. Another large increase is for outsourcing snow plowing. This charge is a flat, annual rate (not based on number of inches of snow.) Deb gets a report on when the company comes and what they do (e.g., plow, shovel, salt).

To balance the budget several departmental requests had to be eliminated: two laptops, replacement of cracked microphone cords and binders for choirs. The plan is to purchase these this current fiscal year.

Total estimated income is \$909,925. Total estimated expenses is \$914,208.06. Income minus expense equals a deficit at year end: (\$4,283.06).

Parish Director Report

Deb reported Maryrose Wolf will retire at the end of June. The search is underway for a new administrative services director. Deb is looking for someone with parish experience.

Old Business:

1. Donna Van Wynsberghe provided everyone with updated materials for their *Pastoral Council Manual*. She pointed out the changes in the newly revised organizational structure.
2. Donna reminded us that Council member submissions were due as follows:
 - a. *Spotlight: April:* Denise, due 3/20; *May:* Lorie, due 3/24; *June:* Cory, due 5/15
 - b. *Unsung Disciples: April:* Barb, due 4/10; *May:* Pat, due 5/8; *June:* Tom, due 6/16
3. *Workboard:* Rebecca reported that a White Board has been placed in the hallway, near the lobby. It has opportunities for service listed, e.g., current requests for monthly Mass counters. Rebecca asked that anyone with needs contact Roxanne and Roxanne will put something on the Board. Rebecca said that for really big asks, e.g., the donations for the after Easter Vigil celebration, the large mobile board will still be used. She will arrange that some notes about this are submitted to the bulletin.

4. *Safe Environment Training Update:* Donna asked that those who have completed training send the info to Maryrose. The website for registration is: <https://www.archmil.org/offices/safeguarding/Safeguarding-Events.htm>.
5. *Homebound/Disabled Subcommittee Update:* Barb, Lori, and Jim provided the update.
 - a. 21 surveys were received, 6 from people living outside Wisconsin or who reported vacationing as reason for not attending in person. Eleven of the 21 reported self or family health issues or concern about the weather as reasons for not attending. Transportation did not come up as an issue. Eight of the 21 reported having attended in-person during the past month.
 - b. There is no way to know if people completed the survey more than once.
 - c. Asked what could help them feel more connected, people responded that the presider should repeat what persons said from the pews; being able to see the cantor and not just the music, and allow live "chat" so could write if had birthday, etc.
 - d. The overall themes of responses were 1) people want to be in relationship; 2) for some viewing online is a choice and for others, it's a necessity.
 - e. The Subcommittee will contact Marc Puechner to explore suggestions re: online connections.

New Business:

1. Barb reported that the Oktoberfest committee will need a new lead person for the basket raffle.
2. Donna and Pat asked Council members to consider whether to continue the *Unsung Disciples* bulletin inserts for another year. We will discuss at the April meeting.

Committee Reports:

- **Social Justice:** Pat McKay referred everyone to the recently distributed minutes. She highlighted:
 - Everyone is invited to join the Milwaukee Riverkeepers in cleaning the Milwaukee River to celebrate Earth Day (4/22) on April 20th. Registration is required on both the OLOL and Riverkeepers websites.
 - OLOL parishioners reserved two tables for the All Saints Fund Raiser on April 14th. One ticket is available.
- On April 30th, 6:30 – 8:00 in the Parish Hall, the Discipleship Institute will present Janan Najeeb (Muslim Center) and Trish Lewis (Alverno College, Religious Studies) on "Who Is Mary? An Interfaith Discussion."
- **Liturgy:** Nancy said the Committee is working diligently on all things EASTER
- **Finance Council:** No further discussion.
- **Discipleship Institute:** Lorie Skeff reported on several points:
 - Lorie said the last meeting was difficult as some members do not believe OLOL is doing enough for the disabled and homebound. They want OLOL to be a leader in televising and on dealing with COVID. Deb will meet with the Disciple Institute Committee to discuss the results of the survey and other concerns.
 - Lorie said that some programs will be offered again this summer but there will be no new programs.
- **Formation:** Jackie Dombrowski referred us to the Formation Report and invited everyone to GIFT.
- **Marketing/Communication:** No report.
- **Community Engagement:** No report.
- **Deanery Report:** Jackie and Paula Dahlman reported meetings are quarterly and none is scheduled yet for this quarter.

Next Meetings: 4/17/2024; 5/15/2024; 6/19/2024

April Prayer Leader: Deb Steppe

Closing Prayer: Deb concluded with a prayer of gratitude for caring people without all the answers who keep striving.

Respectfully submitted: Anita Eikens and Judeen Schulte