

St. Mary's Parish Pastoral Council

Minutes for Business Meeting on November 16, 2020
On-Line Zoom, 6:30

6:36 – **Gathering and Welcome:** St. Mary Vision Statement

To create and maintain a Christ-centered catholic community where our personal call to holiness, service and spiritual growth leads to continued authentic witness as Christ's disciples.

6:35 – **Roll Call** - Jeri Bollwitt, June Maiers, Bonnie Mataliano, Sue Schmitt, Alan Wieskemp, Mark Prentice, Mike Montgomery, Carole Martin, Father Charles

6:37 – **Opening Prayer:** Father Charles

6:45 – **Approval of Minutes:** October Meeting – Sue Schmitt moved, Mark Prentice & Carole Martin 2nd, approved – unanimous – (6)

6:50 – **Commission Reports Lightning Round**

Faith Formation (Religious Education – Jeri Bollwitt and Fr. Charles)

- 22 second graders will be receiving 1st reconciliation next weekend. Spaced times using safe protocols.
- 27 in confirmation class.
- Adult Faith Formation is finishing up Eucharist study, will be going on to Advent study with book: "Joy to the World" book. Fr. Charles is leading another Advent scripture study: "And the word became flesh." Info is in the bulletin for both studies.
- Will be making Jesse tree kits for families, and Jesses tree ornaments in gathering space.

Church Life – no report.

Social Action - Bonnie Mataliano

- Will have giving tree. Thinking of alternative to normal tree so we can keep people socially distant. Might tape cards to the plexiglass cases in the back of church instead of putting up trees. Not room to put up trees because of need to have chairs up in gathering space. Smaller population at care center right now, so may also buy gift cards from local restaurants that could be used for special meal nights for residents.

Helping Hands (per Marianne's email)

- No requirement to meet. St. Mary's Helping Hands is pleased to announce our 2019-2020 scholarship recipients: Alyse Erenberger (\$500) and Jake Roskopf (\$500).

Liturgy, Worship and Prayer – June Maiers

See lit. commission notes attached to this report)

Family Life – no report

Knights of Columbus –

- Jeri's ideas about fundraising were sent to KC's to help get parishioners reengaged with others. Suggests modified events to allow for social distancing.
- Group went up to the West Bend grotto.

Parish Nurse – no report

Stewardship Committee - Mark Sovers with additional discussion from council.

- Appreciate stewardship being brought back to attention again. Very important to keep folks engaged in church as we move forward. So many folks in parish have gifts and talents to contribute. Looking for the various roles stewardship can play in our parish, and who could be involved with the commission.
- Could all committee heads consider who might be well suited for stewardship. Get several involved so it's not a herculean effort for just a few people as it was before. Mark S. will also work on a list of folks as well. Try to come up with some individuals who might be good to be involved.
- Do we need to clarify what we mean by stewardship? It could include/mean many things. Folks might be a bit more reluctant to commit if they don't know what they are getting into
- Stewardship is a way of life.
- Need to identify all of the pieces that could come under the umbrella of Stewardship. Need to explore each component of Time, Talent, and Treasure. How do they each look and how do they fit together. Looking for individuals who would help identify those and identify ways to help them grow in our parish. Father said his role might be to be a teacher and show us the way. Many of Father's homilies do speak of stewardship.
- Stewardship committee could be a group that will help take load off of other commissions – in terms of time, talent, and finances. Need to enlist the help of those who are able to lead others to participate.
- Start with love. Loving results in giving. Need to help find opportunities for people to give. (Eg...just calling people to see how they're doing.)
- Parishioners could make phone calls, send out cards – birthday, anniversary, Christmas. Need to find roles. Need to brainstorm to come up with a list of things folks could do. And then brainstorm how we can grow that.
- Need to be reaching out to those that are homebound now...ptsd, mental health issues should be addressed.
- Plan to hold meeting just for stewardship. 11/30/2020 at 7 PM.

7:40 – Topics

1. COVID update – Diocese
 - St. Thomas Moore has stopped in person daily Mass going to online only as of today - 11/16/2020.
2. COVID Cleaning Update– Father Charles – still need folks to get signed up – could we have someone from council promote this? Father will speak again at Mass and will show how it's done.
 - Do have a boy scout helping now.
 - silver cord request had no result
 - pews now being cleaned with soap and water
 - some folks on vacation have returned so it's better.
 - sometimes sanitizing 2 to 3 times a day.
3. Mass time offerings, Advent times
 - a. Thursday, Christmas Eve – 5 pm, 7 pm
 - b. Friday, Christmas Day – 9 AM
 - c. Normal Mass time on Saturday, 26 – 5 PM
 - d. Normal Mass time on - Sunday 27 - 8:30 AM, 5 PM.

7:48 – Summary

1. *Operations* – Ongoing parish priorities –
Stewardship
Following Diocesan protocols for Covid-19.

7:49 – **Next meeting** (Work Session) – (12/14/2020) – 6:30 PM

7:50 – **Closing Prayer:** Bonnie Mataliano

7:53 – **Adjourn**

Liturgy Commission
11/09/2020 Minutes

1. **Opening Prayer** – Father Charles.

2. **Current status for Parishes** – in regards to Covid-19. What diocese is saying, outlook, etc. update from Fr. Charles regarding last meeting with diocese: Not really anything new. We are still in the pandemic, and still in Stage 2 as ordained by the Diocese. There are numerous spikes but we are holding in this stage until told otherwise.

3. **Weekend Mass - status**
 - A. Overall attendance:
 - 8:30 has the largest, then Saturday at 5 with the lowest numbers Sun at 5.
 - Seating out in gathering space required almost always at 8:30, sometimes on Saturday evening.
 - Father helps with communion and takes 3rd ciborium if church is full.

 - B. Current Mass times will remain as it is not possible to move the Sunday 5 PM Mass to late morning due to cleaning requirements.

 - C. Additional thoughts, observations, suggestions.
 - Really want online option to continue.
 - Would like another late morning Sun mass, but not possible for now.
 - All Souls' Day evening Mass had a large crowd, but had no ministers scheduled – found someone to usher and that helped. Need to get ministers scheduled for Holy Day Masses evening Masses.
 - Father has been calling some readers to see if they will be there. We need to add a message in bulletin for folks to check the ministry schedule.
 - Ask Nichole to put message in bulletin to make sure to put updates in the MSP for availability

4. **Recap – recent events:**
 - A. All Saints and All Souls. (11/01 & 11/02)
 - All Saints – due to it being a weekend & football, it was a bit different. Not as many candles here as in other years but that is to be expected.
 - All Soul's day well attended – good that it was at 6:30 – had as many as they could have in church. Nice to have the event.

 - B. Veteran's Day – vets honored at Masses 11/07 & 08.
 - Had several vets at each service. (Probably 25 in all.)
 - Pins will need to be ordered next year.

5. Upcoming Liturgical events.

A. 11/22/2020 - Christ the King - Last Sunday of Liturgical Year

- Also normally date of ecumenical service. Will not be having an in-person event but Pastor Ken and Father Charles will make a video to send out to all members.

B. 11/26/2020 – Thanksgiving – 9 AM Mass.

- Ministers are not needed – like normal weekday Mass. May decide to stream Mass if anyone is available to do so.

C. 12/08/2020 – Immaculate Conception – (Tuesday) –

- Masses? – Tuesday AM and Tuesday Evening at 6:30 PM.
- Ministers needed for the evening service. One Deacon will be there.

6. Mass – Lay minister recruitment.

- Need more people to step up to help, especially at the Sunday 5 PM Mass.
- Add notes to bulletin & continue to announce in Mass. Continue to send in MSP.
- Main ministers we really need are a reader and at least 1 usher.

7. Advent

A. Advent begins the weekend of 11/28 & 11/29.

- Advent Wreath –
 - Will use tilted table with wreath and candles again
 - Nichole will take care of it, and check candles/votives.
- 4 Banners for behind altar – will be used. June has and will bring to the church to see if anything needs to be shortened, etc.
- 2 large Advent Banners will go on the sides as in previous years. May have to move the Mary and Joseph statues a bit.

B. There will be no Mass of anointing during Advent due to Covid.

C. Eucharistic Adoration – hours

- Mondays: 6 – 9:30 PM
- Fridays: 7 AM – noon
- Not likely to have an additional worship/adoration service this year.

D. Reconciliation dates and times:

- Deanery priests do not want to commit to this due to the pandemic. Each parish will handle reconciliation the best they can.
- Per the diocese: “Say an act of contrition and it will suffice.”
- Mondays at 6 to 7 unless there is a meeting, and by appointment.

E. Schedule communication: Need to get full schedule in bulletin for Advent & Christmas events. Also creating mailings, newspaper ad and bulletin inserts.

F. Daily Prayer

- Word Among US
- In previous years could sign up for BestAdventEver.com, AdventReflections.com. Are they still available and if so, mention in Mass and in bulletin. Look at Ascension presents. Ask Jeri to send out in email and/or put in bulletin.

8. **Christmas**

A. Service dates and times and locations

i. Christmas Eve:

- Father sent email to Deacon Agnoli – regarding having mass with folks in cars at SCSD theater and has gotten approval from both the Deacon and the Bishop.
- Father will offer Mass in front of big glass windows in lobby of theater.
- Also on FM station and will be streamed on FB too.
- Will have Frank Klima do a little sales pitch at Masses during Advent.
- By having Mass at the Performing Arts Center, we are establishing the tradition of having Christmas Eve there. We will have the 5:00 PM Mass as in many years past. (This is “DICTATED” by father because that is an established time for families!!!)
- Will also have a 7PM Mass there that evening in lieu of a 10 PM so things don’t have to be moved.
- Have KC’s and ushers park cars. 300 stalls. Can see from all parking spots.
- EMCH’s go to cars. Will need to determine how many are needed for each Mass.
- Will need one lector for each Mass.
- Father will have to fill out request for usage form from the school district and pay fee. Need to list facilities needed on the form. Chuck and Father need to talk about what they need.
- Will likely bring all of our own sound and transmitting equipment.
- Chuck will talk to Keith Duster (SCSD Technical director) if needed.
- Choir will likely be behind father at theater. Will need to work out logistics.
- Would allow people to sing in their cars with their families. And pray with their families. Gives them a Mass they can go to.
- Decorations – 2 Christmas banners on side windows, 1 tree, 4 or 6 big poinsettias.

ii. Christmas Day Mass – Will be 9 AM at the church.

- Will livestream if possible.

B. Christmas decorating

- Have a couple who is interested in being in charge of Christmas decorating.
- June to work with Nichole and new couple.
- What do we want to decorate?
 - 2 nativity sets – one in church and one outside.
 - Inside church – same decorations as normal.
 - Gathering space - one pretty tree, one giving tree.
- How many poinsettias? 2 big ones for church, (4 for PAC)
- Can we have a group do decorating? Is that allowed? (would be on December 20)
- No 2nd collection for Christmas flowers this year. Could put note in bulletin asking for donations.
- Maybe NOT have big trees in church this year? June and Nichole to discuss with Father.

C. December 24 & 25 Christmas service specifics.

- No books or gift bags given out this year.
- No carolers this year.
- Will put up sign-up sheets for ministers. June come up with a list of what we need. (9 AM – same as weekend Mass.) EMCH's TBD for Christmas Eve Masses. 1 lector for each Mass. (Note: still no servers.)
- Chuck will take care of music and choirs and follow guidelines.

9. **Accompanist news.** (Per Chuck)

- One accompanist has moved, and is no longer available. Another is waiting for Covid to slow down.
- New student from U of I joining.
- Chuck's father will be joining as well.

10. **Church cleaning**

- More help is needed to clean church between Masses. Help get the word out! – only have 7 signing up regularly.
- Keep sending out in emails. Pulpit push!!
- Sign up if available.

11. **New vestments for Father and Deacons**

- Will not be ordered right now. Not good idea when we are in a necessary cost-cutting period. Table this for a few months.

12. **Next meeting** – will be 12/07 at 7 PM.

13. **Closing prayer.** Deacon David.