**Church of the Holy Spirit Parish Council**

**January 23, 2019**

**Mission Statement**

The Mission of the Church of the Holy Spirit is to use our gifts of time, talent, and treasure for the greater honor and glory of God. Under the guidance of the Holy Spirit, and through Jesus in the Eucharist, we strive to develop a strong faith community by worship, education and evangelization.

**Meeting Opening**

Dan Rubin called the meeting to order [at 7p.m](x-apple-data-detectors://6). In the St. Joseph’s Room.   Fr Houlihan led the Council in prayer.

**In attendance:** Fr. Houlihan, Fr. Danek, Sue Stevens, Dan Rubin, Deb Walton,, Linda Monahan, Carol Tilson, Sean Gillen, Liz Rubin,, Pat Vaughn, Liz Rubin, Joy Scanlan, Brandon Finn

**Absent:** Travis Bourett, Melicca Carpenter, Mike Bridges,Patty Wynne

**New Business**

Sue Steven and Joy Scanlan shared a draft of the gym rental agreement form and criteria that parishioners/parish organizations and external community organizations would complete prior to renting/utilizing the StJB gymnasium. The agreement takes into account the liability insurance (coordinated with Chancery) gym and rental fees based on the various users of the gym, liquor license as well as guidelines for utilizing the kitchen. PC gave feedback on the importance on the need to create procedures for submitting a gym rental and event request that can be shared internally. The group also discussed an online calendar that identifies when the gymnasium is booked, as well as the Parish Commons, St. Joseph’s Room, StJB Library and Parish Commons. There would be one owner responsible for approving and scheduling the gym and other community spaces on the calendar.

Joy and Sue collected the feedback. Their next steps are to finalize the documents(s) and meet with Linda Monahan prior to presenting a final draft to PC at the February meeting.

**Updates from Organizations**

**Evangelization:**

No report

**Catholic Daughters:**

Ginny Scholl gave an update of CDA’s last meeting held on October 16th. 27 members were in attendance and District deputy MaryAnn Kuhn was also present. 18 people participated in the rosary rally held on October 13. Corporate communication was held October 21st at the 10:30 Mass followed by a KofC breakfast. Everyone is invited to the Day of Reconciliation on October 27th from 2-4 p.m. Pecan sales will start November 3 through December 23rd. There will be a raffle drawing November 18th after the 10:30 Mass and December 23rd after the 10:30 Mass. Pies can be ordered as in the past and picked up the weekend before the holiday. Pecan and pumpkin pies will be made. Pecans and candy will be $10 (same price as last year). The next CDA meeting will be November 20.

**PCCW:**

Patty Lambert reported that PCCW held their meeting on October 18th with 16 people in attendance. The Rummage Sale starts Thursday and goes through noon on Friday. The Diaper Drive is still going on through the end of October. Discussion regarding parking lot signs is one again tabled until further information is received from Larry Rolfson. Jim and Alice Ulrich were in attendance at the PCCW meeting to give an update on new blinds for the west windows in the Commons;. They will bring prices and design information to the November meeting after consulting with the Architectural and Design Committee. Jim also reported that paint was not purchased for the Commons (reported in last month’s minutes) and was not on a priority list. Paint is probably not needed at this time. Voting for new officers will be in November. Installation will take place after the 8 a.m. Mass on Sunday, November 18th. Mary Lou Salazar suggested that photos and articles about CHS/PCCW should be submitted to Southern Nebraska Register. Patti Wynne will contact Deb Walton as a possible starting point to getting this done. Patty Lambert talked to Shindigs about their party room, what they offer, and their prices. Due to remodeling, they are months away from being ready so she will follow up with them after the first of the year. PCCW will meet again November 15th at 6 p.m.

**Publicity & Marketing:**

Deb Walton mentioned the work happening on upcoming STJB events – The Craft Fair – November 17th and the Wine Tasting Event in January. Deb also mentioned that traffic on the CHS website page has increased this past month, most notably due to the Fall Festival community outreach and publicity.

**Knights of Columbus:**

Knights of Columbus will be helping to deliver Thanksgiving meals.

**Liturgy:**

No report

**School Advisory/Strategic Planning:**

Sean Gillen reported the Student Advisory Council met on October 9th. Related to Strategic Planning, SAC will be dismissing some of the Pillar Leads from duties and looking at filling these positions with new leads. Next month’s meeting will focus on looking at the projects and determining a new scope. The Finance Pillar is working on STJB Tuition Assistance Fund, Transfer Funds/Multi-Discounts and Endowment. The StJB tuition fund is at $25K after this year — 6 families were supported this year. An exit survey for kids leaving St John was conducted at the start of the year. Reasons for leaving were a wide variety of items but tuition affordability was never the sole reason. Now a survey is being conducted to current STJB families that will help us measure the satisfaction level among parents and provide insight into strategic planning.

**Stewardship**:

The Stewarship committee has been following up on completed stewardship forms from families. The Parish currently has 518 active registered families. The committee made 311 phone calls. Prior to calling families, we received 207 forms. The total number of forms received is 254 – a 49% response rate.

**Security:**

Mike Bridges reported he will be meeting with Troy Baumert on Security technology and needs for the Parish. The Knights of Columbus will help with any security technology installation.

**Christian Service & Human Affairs:**

Carol Tilson shared with the group that years ago Ruth Wassinger did sensitivity and teamwork training for the Parishioners, focusing on the Parish leaders. Should we consider searching for a person/group who specializes in this field for the strategic planning pillars and parish group leaders. Maybe Lincoln has recommendations. Carol also reported that Holy Helpers, a group of persons (currently women) is sharing their time and talents in helping various organizations in need of their specific talents. It’s an interdenominational program in both its recipients and helpers. They are focusing on local needs first and foremost. Currently they are working on creating hats and blankets. The items they are creating will not be sold, but given to organizations agreed upon by the group. All materials have been used were donated by the members. Any donation of yarn, fleece and flannel are welcome. The group is not requesting any financial donations outside their group. A representative will be presenting the program to the Presbyterian Church leaders on Thursday.

Carol also graciously offered her help in grant writing for team school. She recently wrote a grant And was awarded 2K-$10k for her non-profit business.

**Finance:**

No report

**Building and Grounds:**

See New Business.

**Youth Group:**

No report.

**Closing**

The PC meeting concluded at 8:30pm. Our next meeting will be Wednesday, November 28th at 7 p.m. in the St. Joseph Room.