**Meeting Opening**

President, Dan Rubin called meeting to order at 7:00 pm. Fr. Timmerman led the Council in opening prayer.

**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.

**Attendance:** **P-Present** **E-Excused**

**P**-Fr. Timmerman, **P-**Fr. Bedient, **P**-Sue Stevens

**Elected/Appointed**  **Committees**

**P-**Dan Rubin – Finance/K of C **P**-Mark Zulkoski – Principal

**E-**Alicia Garbers–Liturgy/Spring Dinner **P-**Patty Lambert – PCCW

**P-**Traci Schuette – Architecture & Design **E-**Donna Weeda– Stewardship

**E**-Steve Dodd ***P-****Pat Vaughn – Fish Fry/Organizational Comm*

**P**-Greg Grundmayer ***P-****Mike Bridges – Safety/Security*

**P**-Michelle Vulgamott ***P-****Larry Rolfson – Buildings/Grounds*

**P**-Monica Yankus

**P**-Miriah Potter

**Approval of Past Minutes:** For October. Monica Y. made motion to approve. Patty L. second.

**Action Items:**

* Fr. Timmerman – Confessionals: A proposal was made by Fr. Bedient to look at having CHS Parishioners complete the inside of the confessionals. It was also discussed for a few of the PC to take a drive to go see them. Fr. passed around pictures of the status of the confessionals and stain color.
* Steve D. – Putting a strategic plan together.
* Mike Bridges: We have all the equipment needed to update/complete the new security camera system. We are waiting for the IT administrator in the Diocese to correct a software issue. Then, the rest of the equipment can be installed. I have coordinated and scheduled a second security briefing for 16 Jan 2024. This briefing will cover two subjects; "Surviving an Active Shooter Situation" and the second will cover "Surviving a Hostile Hostage Situation".
* Fr. T. – Status on bereavement process. Patty Lockhorn is helping with bereavement program. Looking into DVD and workbook program. Vicki Snyder will come in and do research and give us a synopsis of what these items are and how helpful they will be. On going.
* Traci Schuette – Define process to release PC minutes to Parish through Flocknote. 90% complete.
* Mary T. – Look into technology for scheduling of resources (conference rooms).
* Patty L. – PCCW to set up meeting to begin moving forward on planning for how we will welcome new parishioners.
* Mike B. – look into purchasing an AED.
* Sue – send email and phone numbers to Donna W. of all leads of parish groups.
* Fr. Bedient and Fr. Timmerman to re-examine the location of Christmas trees on the Altar.
* Miriah P. to create a Flocknote Questionnaire on a parish recipe book.
* Larry – look into what happened to the nursing mom area in the St. Joseph’s room.
* Dan – move easels from the wall in the St. Joseph’s room to the basement.
* ?? – Look into what we can do for little kids during Mass. Wee Worship or daycare?

**New Business**

* **Fr. Timmerman:**
* Zoom meeting with Clark and Enerson to be held on 11/28. Committee met and went over bucketing the identified needs and wants of the parish. These items will be discussed in the meeting on 11/28. We will then puta presentation together for the parish.
* A parishioner asked about getting an AED in the commons area. There is one in the school but it is too far away and the person getting it must have a code to get into the school. Annual inspections and equipment replacement must be done.
* Father asked us if we hear that the parishioners have an issue with donating to the church? Feedback was given by the council on how we feel the parish is feeling. The feedback included understanding why parishioners felt that way in the past but we feel that has begun to change in the past year due to our new leadership and the transparency that is shown.
* Looking at putting together a welcoming committee to plan for quarterly, or semi-annually gathering of all new parishioners. It was suggested that we invite the new parishioners, and some veteran parishioners for a meal. There was also a suggestion to have more of a tour of the church and school that would include committee leads. Sue noted that there were on average about 10 new couples per year.
* **Fr. Bedient:** None
* **Sue:** None
* **Others: Monica**

**Committee Updates**

* **School Principal:** Mark Zulkoski –
* School is going well.
* A survey was sent out through Flocknote on 11/27.
* SAC meetings are being changed to every other month.
* Did a lock down drill with Officer Thomas.(What was the result of this?)
* Mary T. will oversee a shared Google Calendar that is being developed.
* All school visitors must check in with the office and get a badge. Once visitors have the badge, they are free to go anywhere in the school.
* **School Advisory Council/Strategic Planning:** No report.
* **Stewardship:** Donna Weeda – Great success with the prayer brochures and the results have been published to Flocknote. All names on returned brochures have been catalogued and are ready to share with leads. Treasure brochures are this weekend. Parishioners will be given cards inside of a white envelope. The giving of money is very personal, and we wanted to keep it confidential. We are missing parishioners that are attending another church the weekend we do the handing out of the cards or brochures.
* **PCCW:** Patty Lambert – Meeting was held November 16th:
* We collected 3,342 diapers which was 1,031 more than 2022.  Monetary donations were $554.50 which was $243 more than 2022.
* PCCW provided snacks for Father McCaffrey's talk the evening of November 12th.
* Election of officers was held for 2024.  Traci Schuette was elected vice-president and Marlene Haller was re-elected to treasurer.
* Installation of officers has been scheduled for November 26th after the 8AM Mass.
* We will be delivering Christmas goody bags to shut-ins on Thursday, December 14th.
* We will be providing hors 'd oeuvres for the priests on December 17th, Penance Sunday.
* We will be decorating in the Rectory, Commons and Church the week of December 18th.
* We have purchased another 9 ft. Christmas tree for the altar.
* We will be collecting 2024 PCCW dues the first three weekends in January.
* **Knights of Columbus:**  Dan Rubin – Two new knights were inducted on 11/26/2023, Ray Schuette and Matthew Reineke. Three lifetime members were inducted on the same day. We are sponsoring a coat drive and also sponsoring the Knight Before Christmas on 12/9/2023.
* **CDA:** Monica Yankus – Pecans/chocolate sales & raffle will be finishing before Christmas or when all items are gone.  Sales are going well.  All volunteers for the mentoring program are ready to roll.  They need to contact the teachers who’d like help to move forward. Hats/scarves/mittens donations has done very well.
* **Finance:** Bill/Dan – No report.
* **Fish Fry:** Pat and Mike V.- No report
* **Spring Dinner**: Alicia – Planning for the annual event has begun.  We are adding a Social Hour the Friday night before the event from 7 - 9 pm.  Right now, we are looking for catering, invitations/print options, and decorations, to name a few.  Sponsorship letters will be sent out by the end of the year with invitations sent to parishioners mid-January.
* **Architecture & Design:** Traci – No report
* **Safety and Security:** Mike Bridges – Has coordinated and scheduled a second security briefing for 16 Jan 2024. This briefing will cover two subjects; "Surviving an Active Shooter Situation" and the second will cover "Surviving a Hostile Hostage Situation".
* **Buildings & Grounds:** Larry –
* Floor will be fixed in the gym by basketball season. There are 13 missing tiles currently.
* AC Unit in the church can only be worked on by TRAIN. (Larry, need other notes)
* **Liturgy:** Alicia – No report
* **Organizational Committee:** Pat **–** No report
* **Golf Tournament:** - Pat/Mike V.

**Closing**

* Our **next meeting** will be **Monday, January 22 at 7 p.m.**
* Father Bedient led us in closing prayer.
* **Meeting adjourned at 8:24 pm.** Motion made by Monica Y. and second by Miriah P.

**Tabled Items:**

* **Dan**: Looking at building an endowment. We currently have a “St. Johns” endowment through the Catholic Foundation as well as a second endowment for tuition assistance also through the Catholic Foundation - TABLE
* **Dan**: Campaign to raise money for the church – TABLE.
* **Larry**: Looking for a parishioner to build wood panels at the back of the church for the 3 stained glass windows – We are looking at having Paul Augustine taking care of placing the windows up for us. – TABLE
* **PC**: Bring back ideas to the Parish Council to discuss ways to bring additional dollars to the school. (e.g., bring in additional students, grants, etc.) – TABLE
* **Father T./Larry**: Basement: Larry showed a plan of the modifications needed. See scanned attachment. - On going