

ST. PETER CONGREGATION

PRAYER & WORSHIP MINUTES

APRIL 4th, 2017

We opened our meeting, in St. Clare Hall, with a prayer and our mission statement. Those present: Members: Fr. Rick, Ginni Ripple, Cindy Thomas, Rita Kuhaupt, Connie Pestka, Mark Duellman, Andy Smith, Vicki Milkus – Excused: Roberta Paquette. Usher/Greeter Reps: Bob Manning & Greg Holmes. Archbishop Listecky's Master of Ceremonies: Brad Krawczyk and Dean Daniels: Director of P&W for the archdiocese was also present via facetime. The March Minutes were read and approved.

We dove into the planning of the Archbishop's visit, on April 22nd at 5pm Mass, to bless and dedicate our new church. We were reminded that this is something few Catholics ever get to witness and what a special honor it is. Brad and Dean went over every detail of the Mass and dedication/blessing, from a vigil for the relics the night before, to what songs, to appropriate decorating for the event.

OLD BUSINESS: 1) A discussion about the Breaking Bread Hymnals (missals) determined that yes, there is a problem with ripping but help is on the way! Christian Women are donating plastic covers (\$3.22 a pop!) that will be used for the next several years (hopefully). We'll reevaluate at the end of the year. We're also going to try laying the books down to see if that helps. 2) Wondering where the cushion is for the front pew? 3) Distribution of Communion going smoothly 4) 5 Ushers per Mass needed so 1 can 'float' in the gathering space. 5) Parishioners are invited to sign up or call Donna (parish secretary) if they are willing to help with ministries. A pulpit announcement will also help. 6) The Thank You Dinner was sparsely attended. Next year we'll plan for January again – possibly a Sunday Brunch.

Decorating: Palm Sunday – Friday April 7th 2:00pm Change over after 11:00am Mass

Holy Thursday: On Thursday April 13th at 10:00am Easter Sunday: Saturday April 15th at 9:00am

ITEMS TO BE COVERED AT NEXT MEETING: 1) Spending \$368.62 we made at Fun Nite. (CME - \$135.71). 2) Prayer Ministry 3) 1st Communion – May 7th 4) Brad Held's Thanksgiving Mass 5) Lit Song board 6) It's our last meeting until September!

******NEXT MEETING**** is APRIL 25th, 2017**

Respectfully Submitted by: Vicki Milkus HAVE A BLESSED EASTER EVERYONE!

DEDICATION & BLESSING OF ST. PETER CHURCH

APRI 22nd, 2017 5:00pm Mass

- A- Vigil For Relics – the relics will be located in St. Clare Chapel Friday evening thru Saturday morning. St Anthony's relic stone to be included.
- B- REQUIREMENTS 1) Church to be Bare 2) 12 Crosses to be displayed in church - permanently 3) Worship aid needed 4) Andy to discuss music with Dean Daniels prior to ceremony Since it's also Divine Mercy Sunday readings of the day will be used 5) Extra Greeters & Ushers 6) Chairs, for celebrants only, in Sanctuary (lector to come from pew) 7) Easter candle out – stand needed 8) Set up near Sanctuary for relics 9) Closure Bearer & Miter Bearer 10) Holy Water Vessel 11) Printed history to be included with relics when placed in Altar 12) Protective cloth for Altar
- C- Entrance Procession: Relics to be brought in by lay representatives – flanked by 2 servers with candles Lay Reps to hand over church to bishops – keys

Gloria Sung – Litany of Saints

Depositing Relics in Altar. Then the Anointing of Altar completely followed by Fr. Rick anointing the 12 crosses displayed around church

Archbishop to Incense the Altar followed by Fr. Rick incensing the church and parishioners

Altar to be dressed – first laying protective cloth. Flowers & candles to be added on and around Altar - elegantly & moderately

Creed – no petitions – collection and gifts brought up

Mass resumes.

After distribution all remaining hosts are brought to the Altar

**We'll need to have a dry run of how to decorate the Altar in the week prior.

** Contact Ann Hayden to see if we can offer assistance with refreshments afterwards

Christian Formation

March 14, 2017 Minutes

Meeting opened with prayer.

Religious Education registration sheet was reviewed and updated. Will be sent out soon. Early registrants will receive a groovy water bottle.

VBS: no takers yet for running the show. The search continues.

Parish Mission: Full steam ahead. St. Lawrence is hosting.

First Communion mini-retreat is this Saturday. Everything is in order. 56 souls will attend. 49 souls will receive First Communion on May 7th

On Holy Thursday a Passover meal will be held with Father and families of First Communicants.

A "Banner tree" will be built by Clayton to hold the Communicants banners.

Seder meal went swimmingly. Well attended.

A bake sale will be held April 9th and 10th to raise funds for youth summer trips.

2 spots open still for both the H.S. Mission trip and Steubenville.

Seven people have signed up for Chrism Mass bus to Cathedral.

HUMAN CONCERNS MEETING

April 11, 2017

Members Present: Ron Awe, Irene Wolf , Jerry & Kay Schuh, Pat Jeschke, Sue Beine

Absent: Linda Beine,

Parish Council Rep: Mark Kusek

Opened with the prayer

Old Business;

1. Rice Bowls will be collected on Good Friday. Next Year we need to remember to pass out the Rice bowls on Ash Wednesday and the next Sunday and maybe have a basket with a few in ushers room for those who are gone during the winter..
- 2 Irene Wolf said Food Pantry was doing ok.
- 3 Discussion about the Baby Shower for the Seed of Hope and having some one talk and get information into the Bulletin. More to follow.

New Business:

1. Baby Shower I contacted th e Seed of Hope and Father suggested that they talk to our parish the weekend of May 6th and 7th at all masses and the First Communion Mass. I will ask if we should put a flyer in bulletin prior to Mother's Day with the needs.
- 2 No information on the Rummage Sale in August .
- 3.. Contacted the Blood Center in regard to Blood Drive at St Peter and soonest we could fit into calendar was October 19th and December 18. More planning will need to be done but plenty of time for that.
4. Set up a schedule for someone to greet the speakers from Seed of Hope on the May 6th weekend for the Masses and check with Fr Rick when they would give there short talk.
5. Mark our Council Rep was asked questions about things in church; Music Numbers people can't see from all over? Handicap pews in front are hard for people to sit on nothing to pull themselves up with. I think our members are going to make Mark think twice about coming to our meetings.

Ended with prayer 8:10

Submitted by Ron Awe

TECHNOLOGY MINUTES - DRAFT

April 3, 2017

Meeting started at 6:30 pm

Present: Jon Fehring, Melissa Smith, Paul Rogers - tardy

Excused: Cheryl Jaeger, Terry Strupp

Absent: Brenton Roskopf

Everyone read minutes from last month, made corrections and approved them.

Jon would have liked to use the TV to show the Budget and other information, however the HDMI cable is broken. If anyone knows where the cable is, please bring it back.

New items:

Wiring closet in church - access. Per Paul this will be a secure room the way it was originally told to the Technology Group

Electrical program for church - using a laptop full time. Budgeted item?

Recent repairs:

2 video problems

Scrip laptop

Drive request by Andy for a laptop because of slowness

Sound in the church basement for AV usage?

Melissa mentioned that some of the markers for the Smart Boards are not working. 4K, 5K, 1st, 5th are the rooms reported.

Jon to check with Cheryl regarding having either expense Amazon parts, or if we have another solution for purchasing replacement items.

Old items:

Cabling – Some ports need to be labeled and wires attached to make the ports active. A WAP will be installed on the church level later this month.

Clayton is using a laptop on a permanent basis. Who should purchase this as this was an unforeseen permanent expense. Paul will check with vendor to see if the lighting system can be put onto the church network. Both Clayton and Mark Tennes know how to program the lights.

Chromebooks – We need to get licensed. CDW for nonprofit will need to be called. It is believed that it will be \$50 per Chromebook. Ken provided Jon the administrator password for the Gmail location of stpeterslinger.org. This was not tested by Jon. This was needed also to register the Chromebooks on the domain. It has not yet been tested.

New/ongoing business:

Possible modifying the church wireless network from the rest of the campus.

Melissa asked if students had email addresses. All students have email addresses as of August. It is not known what the password is, so Jon will have to change the password to what was agreed upon. Melissa will check with Manya who might have had a schema as to what the passwords were. Jon will look into this tonight.

Where are the TV and other parts that were used to connect the TV for video display? Paul is taking care of this.

The TV camera in the church balcony, Paul will have Metro Sound work on it this Thursday. This will dovetail with having sound in the church basement in preparation for the Spaghetti Dinner on Saturday.

Clayton was sent his password for email and it now works.

RESecretary – Jackie is no longer here. Her email password has been changed. Paul and Eileen now have access to her documents on the M: drive via the Personal\$ share on the network. When her replacement is found, it will be an easy transition as the user id is generic and not tied to an individuals name.

We need Colleens account information for anything she might have been doing on behalf of the parish. That should be turned into Paul. Paul stated he has that info.

After Colleen leaves, Terry and Jon should be notified so they can change account information.

We discussed the Parish Phone System and feel that it might need to be evaluated. Is there a less expensive option? Jon to speak with Mike Kazmerek.

New Items: Chromecast is being investigated by Brenton.

Script Laptop – Cheryl would like the schoolscretary and scrip accounts to have a common share name. The laptop was rebuilt last week. Jon is to figure out a shared drive for Cheryl, schoolsecretary, scrip.

Possible redirection of the MyDocuments should be investigated for all users.

Our meeting ended at 7:40pm

Our next meeting is May 1, 2017 @ 6:00pm

Ella Kuhn 1st grader

St. Peter Catholic School - School Advisory Committee
Wednesday, April 5, 2017, 6:30 pm in the Art Room (Room B4)

Regularly scheduled meeting called by the School Advisory Committee

Advisory Committee Members: Cheryl Jaeger (Principal), Dan Weber (Chair – 2014-17), Dennis Wolf (Vice Chair – 2015-18), Jess Wiedmeyer (Secretary – 2016-19), Connie Pestka (2014-17), Amy Bretz (2015-18), Nancy Dornacker (2016-19), Eric Berglund (2017 interim for Connie), Mary Yauck (Teacher Representative), Karen Meyer (St. Lawrence Liaison), Cindy Wolf (Resurrection Liaison), Ken Schuh (St. Peter Liaison) and Troy Zagel (Finance Council Liaison)

AGENDA

- Call to Order Dennis Wolf 6:30 pm
- Moment of Prayer & Mission Statement Dennis Wolf
- Approval of February Meeting Minutes Dennis Wolf (Please note that March meeting canceled)
- Open Floor Dennis Wolf 12 minutes total/2 minute per person
- Guests

Sub Committee Reports:

- Principal/Teacher Cheryl Jaeger/Mary Yauck 6:45 pm
- Pastoral Council Tri- Parish Liaisons 6:55 pm
 - St. Peter Ken Schuh
 - Resurrection Cindy Wolf
 - St. Lawrence Karen Meyer
- Finance Council Cheryl Jaeger/Troy Zagel 7:10 pm
- Technology Committee Cheryl Jaeger 7:15 pm
- Home and School Association Cheryl Jaeger 7:20 pm
- Marketing Cheryl Jaeger 7:25 pm

Old Business:

- Parent Survey Cheryl Jaeger/Amy Bretz 7:30 pm
- Signage Updates/Approval Cheryl Jaeger 7:55pm

New Business:

- Volunteer Questions/Booklet Cheryl Jaeger 8:00 pm
- Discuss Fun Night/Dinner Auction Dennis Wolf 8:20 pm

Fundraisers Updates and Reports:

- SCRIP – June 1, 2016 – May 31, 2017 Jess Wiedmeyer 8:30 pm
- Annual Fund - November 2016 – October 2017 Cheryl Jaeger
- Soles for Catholic Education – October 15, 2016 Cheryl Jaeger
- Golf Outing – Saturday, September 17, 2016 Cheryl Jaeger
(Reserved Saturday, September 16, 2017)
- Spaghetti Dinner / 50/50 Raffle Cheryl Jaeger
Saturday, April 8, 2017
(with Knights of Columbus and St. Peter Youth)
- Big Money Raffle / Silent Auction Dan Weber/Mary Yauck
Thursday, April 27, 2017
- St. Peter Festival – Sunday, June 25, 2017 Cheryl Jaeger/Amy Bretz/Dennis Wolf

Closing Prayer: Nancy Dornacker 8:50 pm

Next Meeting: May 3, 2017, 6:30 pm

Adjournment: All 8:55 pm

ST. PETER CONGREGATION
FINANCE COUNCIL
APRIL 11, 2017

The meeting opened with a prayer at 7:15. Members present: Rick Gundrum, Sherry Schaefer, Murph Hiller, Dick Heesen, Bob Sprinkman, Troy Zagel and Rita Kuhaupt. Fr. Rick was excused. The March Minutes were reviewed and approved with a motion by Troy and a second by Dick. The March Financial Reports were reviewed and approved with a motion by Bob and a second by Dick.

OLD BUSINESS:

CAPITOL CAMPAIGN:

Outstanding pledges total over \$ 300,000.00. Many parishioners have donated to the campaign without pledging. THANK YOU TO ALL DONATORS!

The Furnishings Campaign has been very successful. Pledges to cover the cost of 12 windows have been received. A donation has been received to cover the cost of the piano on the choir loft. It will be delivered on Wednesday.

There are still a few projects to be completed (lighting, paving and striping the parking lot, laying down a pad for the dumpsters).

The Finance Council is "drawing the line in the sand". Only projects that are absolutely needed should be done. NO "WISH LIST" PROJECTS MAY BE DONE WITHOUT APPROVAL BY THE FINANCE COUNCIL.

BUDGET 2017 – 2018:

After discussion and clarification regarding salaries and positions some adjustments were made to projected income and budget requests. We are asking certain committees to move expenses to this year's budget. The Finance Council approved the following budget for 2017 – 2018

PROJECTED INCOME: \$ 1,487,956.00

PROJECTED EXPENSES: \$ 1,485,184.00

We received word from the Archdiocese that the premium for Employee Health Insurance will increase 3.5% effective July 1st. There is no change in the premium for Dental or Vision Insurance.

We will also remind employees and committees that just because they have funds available in the budget, they should not spend money foolishly. Spend only what is needed.

SCHOOL TUITION:

The Finance Council approved transferring \$ 33,061.27 from Scrip to the Parish to cover the shortfall in School Tuition (Budget v. Income) for school year 2015 – 2016. Rita will review the current year Budget and Tuition Income in June and will transfer funds if needed before June 30th.

SCHOOL:

The Finance Council approved the purchase of the school sign (not lite). Scrip funds will be used for payment.

After discussion with the Scrip Committee and the School Advisory Committee, all requests to spend Scrip funds must be submitted to the Finance Council for approval.

We also encourage school personnel to look at grant writing to help purchase items for school. There is a parishioner who is familiar with grant writing who should be contacted.

CHRISTIAN WOMEN:

We thank the Christian Women for donating plastic covers for the Breaking Bread Missals. Andy has also ordered additional missals.

Respectfully submitted,

Rita Kuhaupt

Next meeting: Tuesday – May 9, 2017 - Clare Hall – 7:15.

St. Peter Catholic Church
Building and Grounds Committee

Minutes April 6, 2017

6:00 P.M

Opening

Meeting called to order at 6:00 PM by Ken Leeson

Members in attendance: Ken Leeson, Ryan Bretz, Bob Sprinkman, Mark Tennes, Darrell Wiedmeyer, Tony Haddad, Clayton Carroll, Bob Wolf, and Maury Strupp.

Absent was Dave Wolbrink.

Ken opened the meeting with a prayer; following the prayer the mission statement was read.

A motion was made to accept the minutes from last months meeting, the motion carried.

Old Business:

Budget for 2016-2017: Ken briefly mentioned that the budget numbers for the 2016 – 2017 budget have not yet been approved.

Review for required extra storage space: Our committee has agreed to have Ryan Bretz, Darrell Wiedmeyer, and Mark Tennes, along with an architect that Ryan typically works with, begin a second review for expanding the parking gargage on the far end (east end) of Clare Hall. We will provide several options and associated cost for our Finance Council to review. We are hoping to have plans and costs ready for review by June.

Lighted sign for school: Our school Marketing Committee and School Advisory Board have agree to contract for a new school sign to be purchased and installed by Foerster Signs. Both committees have asked our Buildings & Grounds Committee to discontinue our review to add lighting for the sign.

Rewire church ceiling flood lights: Mark Tennes completed rewiring the flood lights in the church ceiling that light the side and front alters. Mark also added new heat sensors to the lights.

(2)

Large church parking lot light: Mark Tennies will run electric power from the back side of the church to the center and back side of our large church parking lot to add more lighting for those parking in that area. We will use an existing pole from past construction and we estimate the total cost to be around \$4,000 or under to complete.

Dumpster location: We have chosen a location to re-locate our dumpsters. We will have a concrete fenced in pad installed on the rear of the church on the school side. I would add that we are still receiving additional ideas for the location from others.

Landscaping around church: Clayton and Ryan are working with Lee Schacht regarding the completion of the landscaping around the church and school parking lot.

Required Signage for church: Tony is chairing our signage committee for the required inside and outside signs for our new church building.

School Gym acoustics: This project will be discussed in future meetings. We need to stay focused on more pressing issues at this time.

Louvers in church tower: We have received three cost estimates for repairing or providing protective covering for the badly peeling louvers in the church bell tower. The cost estimates received to date range from \$12,700 to \$21,000 to do the repair. The \$21,000 estimate will not be considered. We budgeted \$13,000 for next years budget to do the repair.

Pot holes in the Old Cemetery gravel road: Ryan will fill in several pot holes in the gravel portion of our Old Cemetery road in the Spring. We will also consider some black top repair for the old cemetery road along with re-sealing both roads. We have not discussed this in detail at this point.

Cemetery Spring Ceaning: Maury Strupp and Bob Wolf have provided a spring cleaning for both cemeteries.

Ken closed the meeting with a prayer at 7:15 P.M

Respectfully submitted,

Ken Leeson

Next Meeting is scheduled for Thursday, May 4, 2017

Minutes for March 16, 2017 Meeting

Endowment Fund Advisory Committee Meeting

The meeting started at 6:30pm. Members present: Marvin 'Murph' Hiller, Cheryl Korineks, Susan Rank, John Gehring, Jerry Schuh, Virginia Ripple, and Lisa Schmitt. LaRoy Pestka & Jon Fehring were excused.

- **Opening Prayer.**

Murph led the Committee in the opening prayer.

- **Mission Statement.**

The Committee read the Mission Statement.

- **Welcome Guests and New Team Members.**

Murph introduced new member Ron Awe. Murph explained when the Committee meets. Welcome Ron!

- **Approval of Minutes from the January 19, 2017 Meeting.**

The minutes from the January 19, 2017 meeting were reviewed. Lisa Schmitt made a motion to approve the minutes as written. Ginny Ripple seconded the motion. The minutes were approved.

- **Review of Endowment Fund Investments.**

The Committee went over the Investment report that Murph creates and updates for every meeting. The January & February 2017 debt payments to the Endowment Fund have been made. There were also several 'above & beyond' donations that were made. This brings the balance of the Fund to \$373,752.61 as of 2/28/17.

- **New Business**

- **Heritage Dinner Recap**

- **Attendance (Lisa/Fr. Rick)**

- **Questions posed and action items if any (Fr. Rick)**

Since Fr. Rick was not at the meeting, Lisa and Ginny talked about the dinner. About 21 people attended. Everyone had a good time, but while there was no formal meeting/discussion, there were some things that were talked about in small groups. Some of the items are as follows:

Is there any thought to going somewhere other than MJ's?

What about having it catered in the church basement?

What about carpooling? Some of the older and/or handicapped members either do not drive or don't want to drive at night. There is also the matter of accessibility to the venue.

If it is held at a restaurant, what about seeing if there is a private room that could be used to cut down on the outside noise? On a weekend evening, it can get quite loud in some places, making it difficult to hold conversations.

Maybe the dinner could become a lunch or a brunch?

What about an anonymous survey? Some of these questions, as well as others, could be used.

All of these comments/questions will be brought up with Fr. Rick for further discussion. St. Peter Catholic Church
Endowment Committee Minutes – March 16, 2017

- **Comments on March 5th Bulletin inserts (All)**

Murph created a bulleting insert that was in the March 5, 2017 bulletin. It had a flyer explaining the Endowment Fund and Heritage Society stapled to it. We all agreed Murph did an outstanding job on the letter. Unfortunately, he seemed to be the only one that didn't have it in his bulletin. Hopefully this will explain the Fund and encourage people to participate in it.

- **Loan Update**

- **Start up monthly debt service (Murph)**

- **View of Loan Amortization Schedule (Murph)**

As previously stated, Murph explained that the parish has started paying back the loan that the Endowment Committee made for the expansion of the church. He also reviewed the schedule for the new members of the Committee.

- **Succession Planning**

- **Transfer of Literature responsibilities (LaRoy/App)**

- **Other discussion on this topic (all)**

Most of the member's terms are up. Murph had previously stated that he would stay on until a successor could be found for him or until May of 2017, whichever came first. Lisa, Jerry, LaRoy, and Sue's terms are up as well. We have some new members, but now the transferring of duties will have to start. We also need at least one more new member. If there is anyone you know that might be interested, invite them to the May 18, 2017 meeting. This will also be on the May agenda.

- **Status of Volunteers (All Committee Discussion)**

This was discussed in the previous bullet section.

- **Next meeting date (5/18/2017)**

The next meeting will be May 18, 2017.

- **Any other business.**

How about creating a recognition feature for the Heritage Society members instead of a dinner? The cost of a plaque and plates or whatever design would be chosen, would probably be equal to a dinner. It would also last longer and possibly encourage others to join. There could also be anonymous plaques, too.

- **Prayer to Close Meeting.**

Murph led the Committee in prayer to close the meeting.

The meeting ended at 7:30pm.

Respectfully submitted by: Susan Rank