

**ST. DAMIAN PARISH COUNCIL MINUTES
TUESDAY, OCTOBER 11, 2016 7:00PM**

1. 2016-2017 PARISH COUNCIL OFFICERS: President - Dave Kassen, Vice-President - Kathy Gonsalves, Secretary - Geri Varel

2. COUNCIL MEMBERS PRESENT: Fr. Anthony, Deacon Glenn, Dave Kassen, Kathy Gonsalves, Geri Varel, Virgil Jansen, Pete Toennies, Anita Arentsen, Jan Mank, Clay Lynch, Gary Arentsen, & JoAnn Koerkenmeier.

3. COUNCIL MEMBERS ABSENT: Tina Tonnies

4. OTHER ATTENDEES: None

5. OPENING: Fr. Anthony opened the meeting with a prayer.

6. MINUTES FROM THE AUGUST 9, 2016 MEETING: The minutes of the August 9, 2016, meeting were approved by council members via email and published to the congregation on September 3-4, 2016.

7. PARISH ADMINISTRATION:

- There was discussion regarding a conceptual plan that could combine 3 parishes (St. Damian, St. Bernard & St. George). Council members were asked to begin thinking of ways that these 3 parishes could collaborate together and be successful.
- There was discussion regarding use of the St. Damian Parish House for all parish offices, leaving the St. Bernard Parish House as priest residence only. No objections.

8. PARISH LIFE:

- Event held on Oct 8: The church, parish grounds and school gymnasium were used/rented on Saturday, Oct 8 for an event held by a group of people who are not registered parishioners at St. Damian. A priest from St. Louis came to say mass and a celebration continued after mass in the school gym. The areas that were used were not returned to their original state of cleanliness. The church sacristans worked quickly on Sunday morning before mass to return the church to its original state. Sandy Kramer and the school were notified that the gym and the grounds outside of the gym were in disarray. The custodian and volunteers helped to clean the gym and grounds on Sunday and Monday (Columbus Day holiday) so that it would be clean for the school children who returned on Tuesday. The gym floor was covered in glitter & other colored confetti which got mixed with spilled liquids on the gym floor. The custodian is still working to remove the dye that the glitter/confetti left behind. The parish council recommended that, in the future, the school require the gym rental contract be signed by the individual who will take responsibility for the event and pay a cleaning deposit (i.e. at least \$300.00) before the event begins. If the areas that are rented/used are returned to their original condition and cleanliness, then the deposit will be returned to the individual. It was also noted that any time a group from outside St. Damian Parish requests to hold an event at the church with a visiting priest, the group spokesperson should be required to contact Fr. Anthony to request permission to use the church and be charged an additional rental fee for use of the church.
- Diocesan Search for a New Hispanic Minister: Nothing to report from the Diocese. There was some discussion regarding whether or not the parish house would be available for the new minister's office and living space. There were no objections to office space, as well as living space if the person agreed to compensate the parish and assume responsibility for cleaning the house.

9. FINANCE:

- The financial reports for August & September 2016, were reviewed and approved.
- Info regarding ACH Deposits - It was recommended that the parish move forward with setting up an ACH Account. There is a one time \$35 set up fee which will be paid by the parish. ACH deposits are set up by each individual parishioner to have their church contributions automatically transferred from their own personal checking/savings accounts and deposited directly into the St. Damian account at FCB Bank. No checks have to be issued. The money goes straight from the parishioner's account to the parish checking account as a direct deposit. FCB provides a statement to Jeanne so that she can record the donations at the parish level. The ACH process alleviates having to mail out envelopes, no need for individuals to physically count the donations, takes care of those times when a parishioner may forget to bring their envelope to church, and also alleviates possible human-errors made by those handling the envelopes. Making donations via ACH is a simple & dependable process. Please contact Jeanne at the parish office and she will direct you on where/how to fill out the necessary form to start your ACH deposit.

10. LITURGY:

- The Vocation Prayer will be recited on the first Sunday of every month beginning Oct 1.
- Bluegrass Music by the Murphysboro KC's will be provided at both masses on Sunday, Oct 16.
- The Book of Remembrance will be available in the gathering space of church on Oct 16. Please feel free to write down the names of departed family and friends. They will be remembered during the mass on All Souls Day (Nov 2).
- All Saints Day masses will be on Tues, Nov 1, at 7:45am at St. Bernard and at 7:00pm at St. Damian. All are welcome.
- All Souls Day mass will be on Wed, Nov 2 at 7:45 at St. Damian. All are welcome.
- A North Central Vicariate Mass, Anointing & Devotions for People Living with Cancer, will be held at St. Damian Church on Tues, Nov 15, 7:00pm. Several priests will be also available for Reconciliation services from 6:15-6:45pm. All are welcome.
- The Joint-Parish Thanksgiving Day mass will be held at St. Bernard on Nov 24 at 9:00am. All are welcome to attend.
- Joint-Parish Inter-Generational Reconciliation Service will be at St. Damian on Sunday, Dec 4, 1:00pm. All are welcome.
- Immaculate Conception masses will be held on Thurs, Dec 8, at 7:45am at St. Bernard and at 7:00pm at St. Damian.
- Our Lady of Guadalupe mass will be held on Sunday, Dec 11, 11:30am, with fiesta in the gym after mass. Bob Rapp's farewell will be held in conjunction with the fiesta. All are welcome to attend. Deacon Glenn will talk to the other priests in the Vicariate and to the Diocese regarding farewell gift for Bob.

- Decorations for Christmas will be put up at St. Damian on Saturday, Dec 17, 8:00am. The decorations will be taken down on Saturday, January 14 at 8:00am.
- Christmas Eve Masses will be on Saturday, Dec 24, at 5:00pm at St. Damian and 10:00pm at St. Bernard. There will be a Hispanic mass on Christmas Eve at 8:00pm.
- Christmas Day Masses will be on Sunday, Dec 25, at 8:30am at St. Damian and 10:00am at St. Bernard. Hispanic mass TBD.
- New Year's Eve Weekend Masses: Sat, Dec 31, 5:00pm at St. Bernard. Sun, Jan 1, 8:30am at St. Damian; 10:00am at St. Bernard.
- First Communion at St. Damian will be on Saturday, May 6, 2017. Time TBD. Stay tuned to the bulletin for scheduled time.

11. CATECHETICAL MINISTRY DIRECTOR REPORT:

- CYM - No report.
- Vacation Bible School: Final Report - 40 kids attended. All went well.
- Faith Formation - Stacey Schroeder is the new FF teacher for 6th grade at St. Damian.
- The Annual Canned Food Drive: Bags will be dropped off on Oct 22 and picked up on Oct 29. Please leave them on your porch.
- Family Fun night will be on Wed, Nov 2.
- Clinton County Veteran's Day events will be held on Fri, Nov 11, at Albers beginning with mass at St. Bernard at 9:30am. Additional event info will be published in the local newspaper.

12. HOLY NAME & ALTAR SODALITY REPORTS: No reports available.

13. BUILDING MAINTENANCE:

- New Sound System in Church - Bids for an updated sound system were sought from 3 sources. Two bids were received. Both bids included replacing the existing system, wiring, speakers, microphones, etc in the sanctuary and main part of church, with an option to add the balcony system to the main system, and another option to add listening devices for the hearing impaired. Both companies provided similar pricing. Both companies recommended the listening devices be purchased by the individuals who want to use them so they would not be shared devices. After some discussion, a recommendation and selection of company was made. Dave Kassen will have a discussion with the Holy Name Officers to see if the cost of the new system is something they would be willing to fund. The selected company will schedule installation 8-10 weeks from when a down-payment is made. They are currently scheduling jobs for mid-January 2017.
- Cemetery trees & flag pole: Plans are in progress weather permitting.
- Insurance inspection was completed on the parish house. Rep states broken flooring tiles in the laundry room must be fixed. Recommendation made to lay laminant over the existing floor since the old tiles are no longer available for purchase.

14. OLD BUSINESS:

- Gluten Free Hosts: Decision made to stay with our current provider (The Benedictine Sisters). Item closed.
- Our Lady of Guadalupe Picture: A request was received from Bob Rapp several months ago to put a framed picture of Our Lady of Guadalupe in the niche area in the gathering space at church. The statue currently occupying that space will be returned to it's owner when Bob leaves. No objection from the council.
- Picnic Report - The final parish picnic report was provided. Thanks to all who helped to make the 2016 picnic a success.

15. NEW BUSINESS:

- Remote for Bells: A bid was received from Verdun to supply a remote for tolling the bells. After some discussion, it was recommended that more people be trained on how to toll the bells during a funeral. so a remote would not be necessary. Someone's experience with a remote at another parish suggested that if the remote is line-of-site, it may not work while standing in the sacristy with the system being in the balcony. At this time, the custodian, the sacristans, and 2 others know how to toll the bells. Instructions will be posted below the bell system in the balcony. Several more people including choir members will be trained on a case-by-case basis. Item closed.
- Catholic Relief Services: CRS is seeking a rep from each parish to facilitate communication between the parish and CRS. St. Damian currently has a good working relationship with CRS so the council felt assigning a rep is not necessary.
- Fr. Anthony will be out of town for 2 weeks in January 2017.
- Setting a date for the Annual Joint Parish Council Dinner was discussed. Dave Kassen will check with the Albers Legion to see which of these dates is available (January 22 or January 29, 2017).

16. ITEMS FOR NEXT MEETING:

- Update on cemetery trees & flag pole
- Update on the Diocesan search for a new Hispanic Minister
- Update on ACH Deposits.
- Parish Partnership progress and consolidation of office space.
- Update on Church Sound System and funding.
- Update on laminate flooring in laundry room.
- Joint-Parish Holiday Dinner - St. Damian Hosting - Set date, time & location. January 22 or 29? JC Shed or Legion?

17. NEXT MEETING: Next parish council meeting is scheduled for Tuesday, Dec 13, 2016, at 7:00pm in the parish meeting room.

18. ADJOURNMENT: Meeting adjourned at 8:40pm. Deacon Glenn closed the meeting with a prayer.

As always, all parish council meetings are open to the public. Please inform the parish secretary (588-4323 or 979-5933) if you would like to speak to a topic or voice a concern, so it can be added to the agenda.