

Stewardship Committee Meeting Minutes

Monday 2/18/2019

- Start time 6:36 P.M., opening prayer
 - Present at meeting: Father Ed, Nicole Rastall, Kelly Malchine, Michelle Glembin, Teri Eulgen, Mary Chic, Pat Popp, Emily Gilanyi, Matt Gilanyi, Mary Lenz
- Review of January Minutes
 - Approved by Nicole, seconded by Emily
- Upcoming meetings:
 - Monday, March 18th
 - Monday, April 22nd
 - Monday, May 20th
- Pastoral Council Questions from Meeting Minutes
 - Ministry Guide Tracking → How many people have used it to contact chairperson to be involved?
 - Contact Carol to see how many “clicks” we got on the online ministry guide
 - Email chairpersons about twice yearly to ask if they got any new volunteer
 - Eventually expand and touch base with baptism families to keep them involved.
 - Follow up when child is 3-4 years old to give information about STA school
- Pastoral Council Updates
 - Last meeting in November. Most work has been focused on the school
 - Next meeting tomorrow, WITH finance council
 - Ballots for STA school council due March 1st.
- LPI Update
 - LPI presentations to Pastoral Council pushed to February
 - Online registration, maintenance of membership, interactive internet space, online giving (would replace website)
- Reviewed Strategic Planning Goals
 - NPS Score
 - Concerned that they will be conducted near the time of the STA school ballot
 - Manilla envelopes with pencils ready to go, put 1 on each end of each pew
 - Do second collection of these surveys right after communion, possibly use cub scouts for second collection (Father Ed make announcement to fill out the survey, put pencil back in envelope)—Nicole to write script for Father Ed.
 - Emily and Matt to prepare for Saturday night mass, restock (if needed) after Saturday and put back out for 8 AM
 - **SCHEDULED FOR MASSES NEXT WEEKEND OF FEBRUARY 23-24**
- Communication—Ministry Guide
 - Given out at end of December
 - No Further Updates
- Welcoming—Mary
 - Online form can fax, mail, or hand in person HOWEVER need void check if you want online giving which is inconvenient
 - **WELCOME PACKET: Letter welcoming them to STA, ministry guide, give baked goods**
 - 2018, 34 new families joined
 - Slides in announcements with pictures welcoming new families.
 - Mentoring Couples: can reach out individually informally (can take them out to breakfast etc.) to check up on them

- In the welcoming letter can say “someone from the parish will be contacting you in a month to see how things are going”—don’t use the term “mentoring”
 - Will try to match up ages, get these mentoring couples together and give job descriptions
 - Mary has everything for welcoming packets except fish fry coupons. Will get welcoming letter proof-read by Father Ed and touch base on fish fry coupons. Need to make sure she is getting clear communication from office about new members joining.
- Hospitality
 - Monthly refreshments/social after mass/in between masses **on one weekend a month**
 - To retain members/build relationships
 - Annual thank you dinner to volunteers
 - Pat Popp and Kelly Malchine to head up these social events (delegate to others to serve)
- Prayer
 - Advent prayer cards saved for next year!
 - Will work on prayer cards in the future, co-sponsor stations of the cross with Liturgy Committee on Fridays during lent
 - 6-9 PM Eucharistic Adoration Tuesday, February 26th
- Food for thought
 - Opening school gym on Tuesdays and Thursdays before mass (7-8 AM)
 - Advertise with signs, bulletin, etc. Need to figure out logistics of locking/unlocking the doors
 - Have school kids hand out flyers on Thursday mass.
 - Consider publishing small excerpts in the bulletin or Monthly newsletter
 - Dynamic Catholic website/blog for Lent, put in bulletin or monthly newsletter (SEPARATE FROM MONTHLY FINANCIAL INFORMATION)
 - Pictures from Youth/Outreach Programs
 - Talk about new books, cds, blogs that are out
 - Parish-based Adult Faith Formation
 - Financial planning or Medicare planning meetings for STA and St. Clare Members??
 - Re-evaluate our positions, consider voting/volunteering for new chairperson spots as it has been over a year now. Perhaps put terms on officer roles.
- Elizabeth Ministry—Mary Chic
 - St. James in Mukwonago
 - Fits with Human Concerns
 - Minister to women through the stages of womanhood in regards to parenting (expecting, new mom, grandparent, difficulty conceiving, loss of a child, etc)
 - Will present at human concerns committee with Chris.
- Next Meeting: Monday, March 18th at 6:30 PM—Matt and Emily will not be present
- Closing Prayer, 8 P.M.

To-Do for Next Time:

- **Mary (whole year for all new members)-- address their names in the letter, print, put in manila envelope with ministry guide, Fish Fry Coupon and drop off for father Ed to sign Father Ed to put postage on it and send**
- **Nicole to write script for Father Ed for announcement after communion at masses this weekend**
- **Father Ed to inform ushers of second collection**
- **Mary to send Father Ed letter (remind Father about Fish Fry Coupons), make letter head**
- **Father Ed to touch base about Fish Fry Coupons**

- **Jeanne—have Greg Holterman reach out to Father Ed regarding monthly newsletter with STA and St. Clare**
- **Officers to create job descriptions.**