

**St Nicholas Parish Council Meeting
January 24, 2011**

Staff Members Present:

Father William Hitpas, Pastor	Barb Furdek, Religious Education Director
Ann Daniels, Business Manager	Ed Koszykowski, Parish Ministries Coordinator

Discerned Members Present:

David Todd, President	Sherri Galante	John Lavedure
Jill Pietrusinski, Vice-President	Bob Hoff	Mary Ann Williams
Karyl Reckamp	Yolanda Wood	

Others Present:

Carol Mauchline, Trustee	Joe Edwards, Trustee
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Opening: At 7:30, Jill Pietrusinski opened the council meeting with prayer. The November 29, 2010 and January 10, 2011 minutes were approved as submitted.

Good Shepherd and St Nicholas Centers: Ed Koszykowski and Ann Daniels led the discussion on the Open House and “marketing” brochure. Feedback from the Open House was very positive with good crowds following each mass. Comments were made on the diversity of room size and the building construction for multiple uses. People loved the colors and the alcoves. Several people mentioned wanting buy their own coffee mugs. Observations included a need for outdoor signs designating the buildings and an extra dumpster near the St. Nicholas Center. It was also noted that there was a lack of any crucifixions in the Good Shepherd Center. Several staff members responded to that by stating the buildings were not yet completed.

The “marketing” brochure was also discussed. Father Bill discussed Tom Faulkner’s role and the donated services of the photographer. Only positive comments were mentioned about the brochure from both the parishioners and the Parish Council Members. Plans will be to update the brochure, perhaps bi-annually. Ann stated she will take for action sending out a thank you note. Everyone involved discussed the ease and professionalism of the photographer and Father Bill commented on the picture of the chalice in the alcove.

Ed discussed several programs using the new facilities. In the Good Shepherd Center, Tom Smith held God on the Job on Saturday with 15 people attending; Dialogue of the Word meets after Sunday mass with 25 attending; and RICA meets on Wednesday. Catechism of the Good Shepherd, St. Vincent DePaul, Yesterday’s Kids Board, and Fr. Shawn Martin has met or will be meeting. The St. Nicholas Activity Center is being used by the Youth group. Bunco on Friday is sold out and is expecting 160 people. Trivia Night and the school/PSR sponsored Dodge Ball night will be hosted on 26 and 27 February respectively. St. Claire is looking at hosting some sports practices at the facility too. Preschool had registration on 18 January with 23 children enrolled on the first night. Some parents are planning on pulling their children out of their current programs so expect the numbers to increase.

The discussion proceeded as to when Bishop Braxton would dedicate the buildings. Protocol was discussed also. Father Bill stated that the bishop’s calendar would have to be considered but that he would approach the Bishops Secretary to see if they could find some dates.

Review of Church Policies Governing Church Facilities Use: Jill Pietrusinski stated a group reviewed existing Diocesan and St. Nicholas guidance and felt existing guidance was adequate for all facilities and there was no need to develop further policy. Significant work still needs to be completed in creating a charge structure, however, and that is dependent on determining the cost to use the facilities. The goal is not to charge to create a profit, just to cover cost.

Church Directory. While Joanne Smallheer was ill for this meeting, she did send a status report earlier. The directory has been submitted and Ann expects it back in three weeks. Expect the directory to be distributed in the spring. David Todd asks if the directory could be made available of CD also. Father Bill acknowledged that with 500 family pictures taken the church will receive extra copies of the directory. He feels that these will be great to give to new families joining the parish, and Karyl Reckamp mentioned that it may be good to give them to teachers at St. Clair Catholic School.

Giving Tree Report. David reported that through the Giving Tree ministry, St. Nicholas supported 100 families, while St Clair supported 98 in the O’Fallon and Shiloh area. These 198 families exceeded the previous high of 142 in 2007. This completed Jan and David’s 7th and last year as chair for the ministry. They were shadowed by Tom and Janet Lintker as their replacement. He acknowledged the great role of St. Vincent DePaul, in particular Tony Naddeo who vetted the candidates and gathered the necessary information, and Denny Furdek for ensuring the last two families received their packages. All agreed with Ann and acknowledged the marvelous job Jan and David did with this ministry.

Review Upcoming Parish Council Agenda Topics. David led a discussion on the listing of recurring topics for the Parish Council. Anyone with an addition to the revised listing was invited to get that information to David. Father stated that the Catholics at the Capital was canceled for 2011.

St. Nicholas Communications Plan. A discussion on the need for a communications plan or public relations outreach plan ensued. The goal is to ensure all available means are used publicize St. Nicholas programs to the Parishioners and public. Mediums could include the newsletter, the bulletin, master email list, the Progress Newspaper, the use of “validators” or individuals once contacted who bring a group. One aspect of the plan is to make sure that the message of St. Nicholas is “branded” correctly. Facebook and other social media might be used. The website was praised for its improvement and utility. The bulletin could be used to send people to the website. Parish members might be given the option to receive an email with a link to an event or newsletter on the website. Father stated that the staff in lieu a new committee might be able to handle the formulation of a communications plan with occasional support from subject matter experts in the parish.

Construction of Additional Sidewalks on St. Nicholas Campus. David Todd has been approached by several Parishioners concerning the need for additional sidewalks on the St. Nicholas property. Those locations are from the parking lot out to Shadowridge Crossing and from the Parish Hall entrance to the southeast entrance at the front of St. Nicholas. Particularly during the early onset of night and the need to walk in the parking lot, a few parishioners felt these areas hazardous. Father stated that lighting is also a major concern around the entire complex. One parish member stated that it may be an option to pay for this construction might be using the proceeds from one year’s raffle tickets. The church staff will discuss the requirement for additional sidewalks.

Parish Council Recorder: The council decided to continue to rotate the recorder duties in lieu of finding another person solely for this role. Joanne Smallheer will take notes to assist David in compiling the minutes for the February meeting.

Closing: David Todd closed the meeting at 9:30 pm with prayer. The next council meeting is scheduled for February 28, 2011, at 7:30 pm in the Good Shepherd Center.

Respectively submitted for Council approval;
Approved: February 28, 2011

David F. Todd

DAVID F. TODD, Parish Council President