

Stewardship Committee Meeting Minutes for 04/30/2018

In attendance: Bernie Freeman, Mark Kuntsman, Becky Nash, Tom Polacek, Jim Stollenwerk

- Meeting opened with check-in and then 1st Fifteen reflection and prayer led by Becky.
- Group discussed timing of 2018 Service and Sharing Drive. It was decided to continue with the practice of having witness speakers on kick-off weekend and Father speaking the following weekend. Dates decided pending agreement from Father and office:
6/5 Tuesday – final financials due to office for printing
6/15 Friday – stewardship mailing
6/16-6/17 - stewardship kick-off with witness talks and announcements at all Masses
6/23-6/24 – Father does homily on stewardship at all Masses
7/9-7/20 – Telephone follow-up occurs in these two weeks
- \$431,117 was recorded in endowment as of end of April. Mark sent brochure and pledge commitment form for final approval from the group. When group approves this week, we will place an order to print 200 each of brochure, pledge form and envelope.
- Group discussed 5/15/2018 Endowment Advisory Meeting agenda. At this meeting, we expect to hear progress report by teams, discuss the upcoming public appeal, distribute the remainder of names to contact for the quiet donation period.
- In order to keep fresh documentation for the endowment process and endowment advisory members, Mark and Tom discussed the creation and usage of 3-ring binder of endowment info and materials that would also be available electronically. An index with up to 9 categories of documents (e.g. Financial, historical, etc.) will be available in this binder repository including a method to archive old versions of documents.
- The committee talked about the need for new members for the committee. The committee members were asked to invite people they think might be open to being on the committee and/or send names to Tom. Tom also discussed the need to have representation from Stewardship on the Parish Pastoral Council for a 2-year commitment. Tom said he could represent Stewardship for one year if no one steps forward.
- A draft 2018/2019 budget for Stewardship was reviewed. Changes suggested: Remove \$115 as no Stewardship Day 2018 and \$3200 for endowment project as this was funded by a private donation. Add \$200 each for total of \$400 for yellow and blue envelopes replacement.
- Tom said that the parish annual report should be done by September with an annual meeting by October. Requests on Commission updates for the report will go out in May and will be due back to Tom by June 30.
- Meeting closed with prayer led by Mark.

Next Meeting date REVISED: **Thursday, June 7 at 3:00 PM in Sister Bay**

Future meetings scheduled for 2018 are bi-monthly usually around the 3rd Monday at 3:00 PM in Sister Bay: Aug. 20, Oct. 15, Dec. 17.