

St. Alphonsus Pastoral Council Meeting Minutes

Thursday, January 8, 2026

Present: Fr. Kevin McManaman, Christine Blackwood, Alan Close, Maggie Ensing, Nadine Flemming, Art Hokanson, Sandy Kramschuster, Kathy Monacelli, Mary Newell, Camille Nicolai, Mary Sue Taft, and Mike Wusterbarth

Not Present: Harold Anderson

Meeting called to order at 6:30pm by Chris Blackwood

1. **Opening Prayer** – Fr. Kevin
2. **Approval of November 6, 2025, Meeting Minutes** – Sandy Kramschuster motioned to approve the minutes, seconded by Kathy Monacelli. None opposed, the motion passed.

3. **Guest Presenter** – Sister Eileen Kazmierowicz, Pastoral Associate

Sister Eileen advised the Pastoral Council on the following topics:

- **OCIA** – has four adults in “formation.” There are two catechumens who are both high school seniors. They will receive Baptism, Confirmation, and Eucharist at the Easter Vigil. There are also two adult baptized candidates that will receive Confirmation and Eucharist at the Easter Vigil. Discussion was held on the possibility of hosting a “welcome” celebration for the catechumens following the Easter Vigil.
- **Adult Confirmation Candidates** – There are two adult confirmation candidates. These candidates are Baptized Catholics, who made their First Communion/First Reconciliation. They will be confirmed the second week of Easter (Divine Mercy Sunday).
- **Renew Small Faith Communities** – There are three groups with a total of thirty-five participants. The Fall participants used “Eucharist: The Real Presence of Christ” and the Sunday Scriptures for the six weeks of Faith Sharing. The Small Groups will use Renew’s, “In the Light of Justice: Catholic Social Teaching for a New Era” and Scripture during the Lent session.
- **Adult Programs** – The Adult Programs this fall focused on Jubilee Themes. There was a total of 377 attendees at the Fall programs. Father Kevin’s St.

Paul's Missionary Journeys had fifty people in attendance. This was the most attended program this fall. Sister Eileen shared the spring Adult Program Schedule with the Pastoral Council.

- **Charitable Projects** – The final report for the Love One Another Project will be completed by the end of January 2026.
- **Pastoral Care** – Sister Eileen coordinates pastoral care with the care centers in the surrounding area of St. Alphonsus, including South Point and Harbor Village. Father Kevin is now celebrating a Mass at the Harbor Village Memory Care Unit. Sister Eileen also advised the Pastoral Council that she coordinates pastoral visits for the homebound parishioners.
- **Ecumenical Ministry** – Sister Eileen is the parish representative for area Ecumenical Ministry gatherings and planned events. Sister Eileen informed the Pastoral Council that there will be an Ecumenical Prayer Service for Unity and Peace on Sunday, January 18, 2026, at Our Lady of Lourdes.

4. January Committee Updates

School

- Technology Update – the Fun Run Money raised will be used on a three-year Technology Program. The school has a new vendor and is awaiting quotes from the vendor.
- School registration will begin in February. There will be a \$75.00 per family non-refundable registration fee. The \$75.00 will be applied to the student's tuition.
- Megan Sagat, School Principal, is working on a Tuition Agreement Form.
- The School Choice application has been submitted. There will be no more than twenty School Choice students. There are thirteen current students that may qualify for the School Choice Program. This would allow the school to strengthen our tuition assistance program.
- There are two School Vacancies – 3K full time classroom assistant and an Executive Administrative Assistant in the school office.

CHRISTIAN FORMATION

- First Reconciliation went well.
- The first Bulletin cover contest took place in December, 2025.

- Vacation Bible School will take place at St. Alphonsus July 13-17, 2026. Rainforest Falls will be the theme of the lessons.
- Youth Ministry – Confirmation Retreats will take place on January 17th and January 31st.
- Faith Formation Classes will be cancelled on February 8, 2026.

Liturgy

- Praise and Worship Adoration will take place on February 11, 2026, from 6:30-7:30pm. Some of the elements of the celebration which were discussed to possibly be included were testimonials, Benediction, and Confession.
- The Christmas Liturgies went well.
- Lector practices will resume in January, 2026.
- Additional lectors, servers, ushers (especially at the 11:00am Mass), and petition writers are needed.
- There are five new Sacristans.

Human Concerns

- There will be a Life Fair Event after all Masses on January 10th and 11th in the Community Room.
- Giving Tree update – 850 toys/outfits and one bike were donated to the Giving Tree. Recipients of the donations were: St. Alphonsus School and Food Pantry, St. Rose of Lima, St. Anthony, St. Josephat, Nativity Jesuit Academy, the Xaverian Missionary, and College Park School.

Hands and Hearts

- Bingo Night Recap – Approximately 75 participated in the Bingo Night. An enjoyable time was had by all attendees. Some suggestions for the next event include putting out a donation basket or having a 50/50 raffle to cover some of the expenses of prizes and supplies.
- The committee discussed putting a QR code-based survey out for suggestions of what other events parishioners might enjoy.
- The committee explored delivering poinsettia plants to the homebound parishioners for Christmas. However, it was too late to get plants at a discount; therefore, the committee will plan further ahead for Easter Lillies to be delivered to the homebound parishioners at Easter.

- The committee explored sending out Christmas Mass invitation postcards to the surrounding area of St. Alphonsus. However, the cost of this project prevented the committee from implementing it. The group will propose a budget item for Hands and Hearts next fiscal year so they can support these types of community building efforts.
- The committee will host a March 11th Bingo event for seniors. The event will start at 9:00am.
- Nine new families joined the parish in October, and two new families joined the parish in November; welcome calls were made.

Finance Council

- To date, our budget is doing great.
- Please remind staff when purchasing items for the school, please use the school credit card and the tax exemption number. If you purchase something on your own for St. Alphonsus School and you do not use our tax exemption number, you will not be reimbursed for taxes.
- The FEMA Grants will be used for security related items.

5. Pastor's Report

- The Annual Report is nearing completion.
- The End of Fiscal Year Report will be done at the end of the school year.
- 3K enrollment for next year is up at this time. Next year parents can select two 3K options. The first option is a five-day full-day option, and the second option is a full-day, part-time option.
- A second 4K classroom is being considered for the future.
- Megan Sagat will be taking a maternity leave starting in March 2026.
- Father Kevin has invited Archbishop Jeffrey Grob to St. Alphonsus for the Feast Day of St. Alphonsus.
- Father Kevin and a core group from the Friendship Without Borders team will travel to the Dominican Republic in February 2026. The purpose of this trip is to determine if teams from St. Alphonsus can travel there for mission work.

6. Other Discussion and Informational Items

- Advent and Christmas Reflections – Christmas was a “win.” Two hundred more people attended Christmas Masses this year than last year. The suggestion was made to assign a Eucharistic Minister to the Community

Room at the 4:00pm Mass, however, do not have that Eucharistic Minister take a medallion.

- Outreach Collections – Conversation was held by the Pastoral Council on the possibility of holding outreach collections quarterly and selecting four organizations, one per quarter to benefit from the outreach collection. Outreach envelopes would be available one week in advance for parishioners and would be placed in the collection basket the following week. Conversation was also held on the possibility of using a QR code to donate. The group also agreed that a local Catholic Charity would be a good idea.
- Divine Mercy Novena – discussion was held on why St. Alphonsus does not conduct a Divine Mercy Novena. The thoughts were that the Novena should not be done during Triduum and that parishioners have limited knowledge of St. Faustina and Divine Mercy.
- Next All-Committee Meeting (Tuesday, January 20, 2026). Hospitality will be provided by: Art – soda, Camille – individual snack bags, Kathy – will check on the water supply, and Maggie – cookies. Father Kevin will do the prayer. There will be six tables and attendees will pick a number that will have their table number on it.
- Committee Meeting Minutes – Instead of posting Committee Meeting Minutes on the Pastoral Council Drive, please forward a copy of the Committee Meeting Minutes to Camille prior to the Pastoral Council Meeting or at the meeting.

7. Closing Prayer – Father Kevin

- Art Hokanson made a motion to adjourn the meeting and seconded by Mary Newell. None opposed, the motion passed; the meeting was adjourned at 8:22pm.

Respectfully Submitted by Camille Nicolai

