

# **St. Alphonsus Pastoral Council Meeting Minutes**

**Thursday, September 4, 2025**

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, Mike Wusterbarth

Not Present: Harold Anderson

Meeting called to order at 6:31pm by Chris Blackwood

1. **Opening Prayer** – Fr. Kevin
2. **Approval of May 8, 2025, Meeting Minutes** – With a correction to the spelling of Nadine Flemming's name, Art Hokanson motioned to approve the minutes, seconded by Maggie Ensing, none opposed, motion passed.  
**Approval of June 12, 2025, Meeting Minutes** – With a correction of the following under the Liturgy/Worship **a.** The committee also discussed that the Holy Thursday Adoration needs to be moved to the Community Room to better accommodate the number of worshippers. Kathy Monacelli motioned to approve and seconded by Nadine Flemming, none opposed, motion passed.
3. **September Committee Updates**
  - a. **School** – No report. The committee is scheduled to meet on Tuesday, September 23, 2025.
  - b. **Christian Formation** – the summer vacation Bible Camp with St. Martin of Tours was cancelled due to lack of participation. A few reasons for the lack of participation may be because the program was only half days which could cause an issue with transportation and due to the program not being part of the Totus Tuus curriculum. The CF program has 214 students this year. There are currently thirty-two communicants enrolled for the 2025-26 school year. Sixteen children attend St. Alphonsus school, and sixteen children attend Christian Formation classes at St. Alphonsus. There are fifty-one Confirmation candidates for the 2025-26 school year.
  - c. **Liturgy/Worship** – The committee met on August 27, 2025. A discussion was held regarding the contact for visiting priests should be the sacristan for the Mass that the visiting priest is celebrating. The committee is in the process of exploring an additional Adoration night. It is hoped to be a stand-alone event with worship music to offer a new worship/prayer experience for the parish. There is one new sacristan, three new lectors, and two new ushers. Additional Eucharistic Ministers are needed. The entire fourth grade has been trained to be

Mass servers. The Graveside ministry has been quiet. The adult choir started back up the weekend of September 6<sup>th</sup>/7<sup>th</sup>. The children's choir will be starting soon.

**d. Human Concerns** – no report

**e. Hands and Hearts** – the committee met on June 18, 2025, and August 20, 2025.

- i. The members of the committee along with members of the Pastoral Council volunteered at the St. Alphonsus Feast Celebration to serve food and clean-up.
- ii. The Hands and Hearts committee members hosted an information table at the Greendale Downtown Market on June 21<sup>st</sup>, July 19<sup>th</sup>, and August 23<sup>rd</sup>.
- iii. The toddler busy bags are done and are hanging in the Gathering space near the coat room.
- iv. The committee is working to identify additional homebound parishioners.
- v. A member of the Hands and Hearts committee will do follow-up with new parishioners three weeks after the Pastoral Council member contacts them.
- vi. The committee is planning a Bingo or Family Game night on November 8<sup>th</sup>.
- vii. A discussion was held on the possibility of sending Christmas/Easter mailings to the local community.
- viii. Name Tag/Registration Table started on the weekend of September 6<sup>th</sup>/7<sup>th</sup>.
- ix. Three new parishioners joined St. Alphonsus in June 2025, and five new parishioners joined in July 2025.

**f. Finance** – the committee met on August 19, 2025. Paul LaRosa will continue as the chair of the committee. There is a surplus of \$158,243 due to parishioners responding to the need for additional funds. \$1.5 million was collected from the 2024-25 weekly envelope offerings. This amount is inclusive of the \$158,243 surplus. The committee is preparing to apply for St. Alphonsus school to be part of the School Choice Program. An audit is required. We will need four students to participate in the School Choice Program to break even. The HVAC system will need repair.

**4. Pastor's Report**

**a. Flood Recovery** – Father Kevin reported that the rain overwhelmed our sump pump. We have two sump pumps; however, we may need larger pipes. The church did not have standing water; however, the carpet was soaked in places and the choir room had dry wall damage that needs to be repaired. The Parish Ministry Center (PMC) had water collected in the garage area and in the PMC

basement. The garage door needed repairs. Also, the elevator carpet had to be removed. The drainage culvert by the main entrance to the church parking lot had water damage that must be repaired. The parish is waiting for a second quote to come in for the repair work. Father Kevin reported a positive from the water in the basement was that archives were found in boxes on the floor with some nice pictures.

- b. Formed Rollout – Formed** is a streaming service that is offered to St. Alphonsus parishioners for free as part of a parish subscription. Formed offers Faith-based family friendly material. We are all encouraged to sign up for Formed.
- c. Deacon Jim's Covenant** – the agreement has been signed.
- d. OCIA Revisions** – OCIA (Order of Christian Initiation of Adults) OCIC (Order of Christian Initiation of Children). Archbishop Grob announced that there will be one service at the Cathedral for OCIA candidates and only non-Baptized people will be invited to attend the service. OCIA Confirmation candidates will no longer receive the sacrament at the Easter Vigil. It was determined that the sacrament will be celebrated the second week of Easter at St. Alphonsus for our Confirmands. Father Kevin is contemplating asking the archbishop if families with multiple family members receiving sacraments who have other family members who only need the sacrament of Confirmation, be allowed to receive the sacrament along with the other family members at the Easter Vigil. Archbishop Grob set a firm date for the Age of Reason. It will either be the first day of second grade or September 1<sup>st</sup>, whichever comes first as the deadline to be Baptized. If the deadline is missed, the child cannot receive the sacrament of First Reconciliation/First Eucharist in second grade. The child will then be required to go through a two-year OCIC program to receive the sacraments at the Easter Vigil. The K5/1<sup>st</sup> grade parents will be notified of this deadline to allow them time to have their children Baptized.
- e. Strategic Planning Update** – Tom Fredrickson and Margaret Rhody will give us a vision of Discipleship Strategy at the Fall Leadership Evening on September 23, 2025. Forming Intentional Disciple training will begin in September.
- f. Friendship without Borders** – Fr. Kevin informed the PC that the Guatemala government closed the orphanage. A core group from the Friendship without Borders team, along with Fr. Kevin will travel to La Sagrada Familia, in the Dominican Republic, (our Archdiocesan Sister Parish), in February 2026 to determine if teams from St. Alphonsus can travel there for mission work. Fr. Kevin shared with the PC that Fr. Rafael Rodriguez, the Associate Pastor of La Sagrada Familia, will celebrate all Masses the weekend of September 13<sup>th</sup>/14<sup>th</sup>

and will be asking for our prayers and financial support to continue our pastoral and social services within his parish.

- g. Father Kevin and thirty-three pilgrims** – will leave on a pilgrimage to Greece on Monday, September 8<sup>th</sup> and return on September 17<sup>th</sup>.
- h. Transitional Deacon Preaching Assignment** – our parish has been chosen once more, by Sacred Heart Seminary for a transitional deacon preaching assignment. Deacon Yunior (pronounced Junior) Gonzalez-Dias has been assigned to St. Alphonsus as he prepares for Ordination to the Presbyterate for Diocese of Colorado Springs.

## **5. Continuing/Informational Items**

- a. Love One Another** – Kenya gave St. Alphonsus a plaque for our donation. Sr. Eileen will give a report on the Love One Another Campaign. The funds are now depleted.
- b. Mom's/Women's Group** – will be starting up in September.
- c. Hospitality Weekend** – Pastoral Council Hosts the months of September and June. A reception will be held after the 11:00am Mass on Sunday, September 7<sup>th</sup> in honor of Sr. Eileen's thirty-year anniversary of serving St. Alphonsus.
- d. All Committee Meeting Dates** – Father Kevin will not be at the October meeting. He said to keep the meeting date as is.
- e. Committee Liaison Assignments and Duties** – Chris Blackwood stated that the role of the committee liaison is to bring pertinent information from the Pastoral Council to the committee via their monthly meetings. The committee should also inform the liaison as to what is happening on their committee so that they can bring the information back to the Pastoral Council. In a small committee, this information comes directly to and from the chairperson, but for other larger committees, the information is to be disseminated more broadly to the committee as a whole via attendance at the meetings.
- f. Funeral Gatherings in the Community Room** – the gatherings must use Katie, the St. Alphonsus School cook, for catering needs, unless she is not available.
- g. Revised Council Appendix** – the Pastoral Council approved the appendix for 10-12 members and moving youth representatives as an option. Matt will send it to the archdiocese.
- h. Deanery Meetings** – Meetings will re-start in September at the diocesan level. There will then be a meeting for Southwest Parishes that Kathy Monacelli and Chris Blackwood will attend and represent our Pastoral Council. The goal of our meetings is to share good news from our parishes which the chair of these meetings will then take to the next diocesan meeting.

**i. Housekeeping**

**I Safeguarding Training** – valid for five years.

**ii Pastoral Council Training** – September 17<sup>th</sup> (virtual training)

**iii Google Doc Access** – An explanation of how the Pastoral Council documents are stored on Google Docs was given by Council members.

**iv. Planned Absences Form** – Chris advised the PC members to use this form if they are unable to attend a PC meeting. She also said you can email her, and she will complete the form for you.

**6. Closing Prayer** – Fr. Kevin

The meeting adjourned at 8:05pm by a motion by Kathy Monacelli and seconded by Nadine Flemming. None opposed, the motion passed.

Respectfully submitted by Camille Nicolai