

Our Lady of Victory Pastoral Council
Meeting Minutes
May 26, 2020

1. Steve Frank opened the meeting at 7:00 with a prayer. Roll call was taken. Those in attendance are noted below.

Status	Name	Ministry/Committee Assignment
X	Fr. Jake Greiner	Pastor
X	Ralph Armstrong	Stewardship
	Al Boboth	Ex-Officio (Deacon)
X	Helen White	Ladies Council
X	Nancy Stone	Christian Services, Social Action
	Chuck Gerlach	Odd jobs, Stewardship
X	Matt Henning	Stewardship, Odd Jobs, AHS
X	Judy Johnson	Ex-Officio (Lay Director)
X	Bernie Mack	Ex-Officio (Lay Director)
X	Steve Frank	President
	Maureen Mosse	Ladies Council
	Marc Mosse	Ex-Officio (Deacon)
X	Shawn Atwater	Family Life, Knights of Columbus
	Evan Brankin	Ex-Officio (Youth Ministry)
X	Mike VanSpeybroeck	Church Life
X	Chad Steimle	Ex-Officio (JFK Principal)
	John Wagner	Ex-Officio (Deacon)
X	Jean Simpson	Wellness
X	Cheryl Wagner	Liturgy
X	Denny Prior	Christian Services
	Jennifer Wemhoff	Ex-Officio (Faith Formation/RCIA)
	Jennifer Stratman	Secretary
		Board of Education

(X = Present)

2. The agenda was approved.
3. The minutes from April were approved.
4. The mission and vision statements were read.
5. Old Business
 - The Parish council constitution revisions were approved with 2 main changes. We will be reducing elected members from 12 to 9 and the list of non-voting representatives was revised.

- Cheryl Wagner, Ralph Armstrong and Chuck Gerlach have agreed to stand for election. Nominations from the parish at large are also welcome. At this time we have 3 candidates for 3 seats (3 year terms) and election by acclamation is anticipated.

6. New Business

COVID 19 and potential parish impact. Father Jake will elaborate more in his Pastor's comments.

7. Ministry Reports.

- Social Action – Report Attached
- Church Life- Report Attached
- Ladies Council – No report.
- Stewardship - Report attached.
- Wellness – No Report. The annual book sale has been postponed
- Faith Formation
 - Faith Formation / RCIA – No report
 - JFK/Board of Education – Report attached
 - Youth Ministry/Young Adults – Report attached.
- Family Life – Report attached
- Finance & Administration.
 - Finance Council – Report attached.

8. Standing Committee Reports

- Knights of Columbus – Report attached.
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- Assumption High School – School has transitioned to online learning and is going on as normal. Enrollment numbers are good for next year. The St. Vincent's project may be delayed due to the current situation.
- Odd Jobs- No Report.
- Vocations – No Report.
- Liturgy

9. Parish Council representation at the monthly Board of Education meeting is as follows:

- June – Jean Simpson

As a reminder, the Board of Education meetings are the first Tuesday of the month at 6:30.

10. Parishioners Comments. There were no parishioner comments this month.

11. Pastor's Comments

Parish tithing is down therefore a reduction in staff was needed. 2 teaching positions and the Business Manager position have been eliminated. Some re-alignment of the current staff will be done as well.

The parish is also looking for a new K-8 Faith Formation coordinator as Jennifer Wemhoff moves to Adult Education.

There was some hail damage to the church roof and a claim will be filed. We will have more information regarding this next month.

The church is now open for private prayer. Emailed surveys will be sent out to gauge parishioners interest in returning to mass and what mass they would attend if they do come. Lots of discussion was had on how mass will look when we go back. Liturgies will be shortened, there will be no music and parishioners will have assigned pews. Father Jake stressed the importance of staying flexible as we navigate this new normal. There will be many changes but we will adapt as needed.

We will be installing a new UV Ventilation system in the church as well as implementing a new LIVESTREAM system for parishioners to continue to watch mass at home if they wish.

2 seminarians will be at OLV for the summer – Cameron Costello and Ben Snyder. Father Scott Foley is also coming on July 1st and will be the Chaplain at Assumption as well as a teacher there this coming fall.

Father Jake plans on taking some vacation time in June. Father James Flattery will be here to provide coverage if we are open for mass.

12. The next meeting is scheduled for June 23rd at 7:00pm

13. Meeting adjourned with closing prayer.

Respectfully submitted,
Jennifer Stratman
Secretary

Church Life mid-May through June 2020

It was decided, after much consultation with the Board of Education and Finance Council, that OLV would make a significant increase to the churches Faith Formation budget. This action was strategic because it anticipated that school-age families of the parish would be significantly affected by COVID-19, and the parish and school wanted to make sure that resources were in place to help our Faith Formation students.

Food Pantry Drive-the Knights of Columbus Loras Council #532 held a "Stock the Pantry" drive up collection to help replenish the food pantry at St. Anthony's Church. Another fundraiser-on June 21st, 2020, the council collected money via a "Fill A Baby Bottle" fund drive to help purchase a baby ultrasound machine for the Women's Choice Center in Bettendorf, Iowa.

On Thursday, June 18th at 1pm a webinar was offered, Nourish for Caregivers. This presentation was a continuation of a program started last fall at OLV. The webinar was done via a Zoom video call OR participants were given an option to call in to participate.

Fr. Scott Foley, who currently serves as the Parochial Vicar of St. Paul the Apostle Catholic Church, will begin service at OLV on July 1st. OLV announced that the parish will host two seminarians over the summer, Cameron Costello And Ben Snyder. Cameron just finished First Theology at Mundelein Seminary in Chicago, Illinois, and Ben just finished Second Theology at St. Paul Seminary in St. Paul, Minnesota.

As of July 1 Fr. Jake will continue to serve OLV, Bishop Zinkula has also asked Fr. Greiner to serve Director of Seminarians for the Diocese of Davenport and will serve on the Priest Personnel Board. Bishop Zinkula has also asked Fr. Jake to serve as the Canonical Pastor for St. Andrew Catholic Church in Blue Grass.

Living Stewardship (excerpt from an article contributed Judy Johnson to the May/June 2020 Victory Voice)-Our school and parish staff have done an amazing job of keeping people connected to OLV/JFK. Daily Gospel reflections, Mass videos, online youth nights, social media posts, electronic messaging, a teacher parade, extended office hours, telephone trees, Zoom meetings, YouTube and classroom videos, virtual pilgrimages and prayer meetings (the list goes on and on) help people appreciate that we are Church and all of us have a shared purpose in Christ.

As the Bishop stated in a letter dated May 23, 2020 regarding reopening churches, reopening will occur in 3 steps. OLV announced Step 1 - reopening of church for private prayer. In addition to the Bishop's letter, long awaited information was posted by Fr. Greiner in the May 31, 2020 bulletin regarding what will happen when OLV reopens:

1. The Church will be marked to promote traffic flow and create safe distances. You will notice that arrows and other floor markers have been added to the church to help us with the flow in and out of our space. The greeters will help you if you have any questions or concerns about how we are trying to get people in and out of church.

2. We will be cleaning and sanitizing everything that will be touched in the church. This process is going to be extensive and thorough, but you can be assured that everything in the

church will be as clean as possible. We will also be adding technology to our air system to help keep our air as clean as possible.

3. Seating in the church will be limited. In order to comply with social distancing requirements, we will have limited amount of space available. However, our church, when completely full, can seat as many as 900, so I anticipate that we will be able to accommodate anyone who is able to come back to church when we open.

4. Seating in the church will be ticketed. We are developing a system where we will be able to maximize the space that we have in the church. When you come into church, you will tell a greeter how many people are in your group, and you will be given a ticket or tickets that will guide you to your pew. I know that this is going to be an inconvenience, but this system will help us to use as much space as possible.

5. Mass will be different. Please know that how we celebrate Mass will be different. I am still waiting on final guidance from the diocese, but please know that some parts will remain out for some time (i.e. the sign of peace), and other parts may happen at a different time in the Mass (i.e. announcements).

6. No missalettes or hymnals. These items are too difficult to clean and sanitize between Masses, so we will have a handout ready for each of the four weekend Masses. After each Mass, you will simply take it with you or throw it away. These simple handouts will not be reused, but we will make sure that they get recycled.

7. The offertory can be dropped off at the start of Mass or when you leave Mass. We will not be passing the basket for the offertory. There will be a locked stand in front of the baptismal font where we ask that you put your offertory. You also can put anything that needs to go to the parish office or school in this stand as well.

8. Training for the liturgical ministers. The heads of the ministries will be reaching out to liturgical ministers to talk about how things will be different for their particular ministry. Therefore, trainings will need to be scheduled, and this will be happening soon. If you serve in one of these roles, please stay tuned for more information.

June 7, 2020 bulletin update regarding opening the church:

Due to health concerns, parishioners in the Diocese of Davenport are dispensed from attending Mass until further notice. This action by the Bishop means that no one is required to attend Mass until the Bishop removes this dispensation. A person who still wants to attend Mass at least once a week can attend any Mass they choose.

As of the update in the May 31, 2020 bulletin OLV was opened to parishioners from 7 AM to 6 PM daily. The Sacrament of Reconciliation continued Saturdays, 8:30 AM to 10 AM & 3:30 PM to 4:10 PM or by appointment. Parishioners were invited to continue to watch Sunday Mass on COZI TV Over-the-Air Channel 6.3 KWQC, MediaCom Channel 6 KWQC and MediaCom Channel 106 KWQC. Liturgy services were also made available on the parish website at www.olvfjk.com by clicking on the Mass, the Our Lady of Victory YouTube Channel and the Our Lady of Victory Facebook page.

Coordinator of Youth Ministry & Confirmation

Report to the Pastoral Council

5/26/2020 – 7:00PM

We are disciples of Jesus making faith matter and sharing God's love to make more disciples.

The three goals for youth ministry as described by Renewing the Vision are:

Goal 1: To empower young people to live as disciples of Jesus Christ in our world today.

Goal 2: To draw young people to responsible participation in the life, mission, and work of the Catholic faith community.

Goal 3: To foster the total personal and spiritual growth of each young person.

What are we doing to accomplish these goals?

This year we have taken a hard, concerted look at how we do youth ministry at OLV, following in the footsteps of our Confirmation re-visioning process. We believe that these values, purpose, and goal will allow us to remain aligned with and achieve over time the goals of Renewing the Vision for youth ministry.

Core Values:

Living our Faith in Christ

Hearts burning with Love

Accompanying Youth

Treating everyone like Family

Core Purpose:

“Because we belong to God, we want to help youth experience God’s salvation.”

Big, hairy, audacious Goal (BHAG):

“100% of parish youth active in ministry and their faith by 2025.”

Vision for our Future:

“Imagine a parish community which has over 400 young people active in it every year. Feel the vibrant energy of an entire congregation inspired and infused with youthful vitality. Families lead the way, excited to grow in their faith and comfortable with their kids’ questions because they have powerful tools for discipleship. Consider the entire Quad City community and beyond when our youth live like Catholic disciples of Jesus everywhere they go for all their lives; and who know God will be there for them through life’s ups and downs. Think of youth and families knowing Jesus personally and comfortably talking about Him while sharing their faith stories. Dream of the impact on young people who experience parish adults knowing their names, serving as mentors for them, praying for them, and caring for them. Envision a parish that does *more* - for, with, and through young disciples. Think about how welcoming, warm, and inviting it would feel to all of our parishioners and to members of the entire community.”

Summer events like Steubenville Rochester have been cancelled, though a virtual conference will take place in July, for which we are registered. We never scheduled a summer mission this year as everything started happening right when we would normally begin planning.

We launched an online session of Alpha Youth to run this summer last night – we had three teens from our parish, and a few from St. Anthony join us in our first run. It went very well,

Coordinator of Youth Ministry & Confirmation
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though we will probably tweak the timing of the event. Our goal is to be able to launch a larger session of Alpha in the Fall for youth ministry using what we've learned from our summer session.

The first Ave of Flags of this season was Memorial Day. I was unable to participate as my son was being born on that day, but with the participation of several youth ministry families and the help of the Knights of Columbus, they were able to take care of our route without issue. Our next Ave of Flags opportunity was Flag Day, June 14th. We used the same strategy of more teams working with smaller numbers of flags to help everyone stay safe and healthy to great effect. Our next Ave of Flags event is July 4th, and we are again looking for more participants to help keep things safe for everyone.

We wrapped up this ministry year on May 27th with a night for Seniors, and will be focusing the summer on finishing our strategic planning.

Theology on Tap has returned to a once a month event for emerging adults, and will be conducted over zoom or some other platform instead of via live stream to facilitate more engagement and conversation. We've also started offering more social options for emerging adults who are struggling with loneliness and isolation.

I'm developing video resources on prayer, apologetics, bible studies, evangelization, etc. These will be available via the parish website, youtube, and facebook. Jacob Menster, one of our youth ministers, received an award from the Newman Center of Iowa City of \$500.00 for youth ministry at OLV, which we are discussing how to use. He is looking to become more involved in the digital aspect of ministry with social media and communication, and we will be building a team to help me create more of that content.

Planning continues for fall events – However, some retreats, speakers, and other events have already been canceled for the Fall.

Salute to Seniors is over, we'll be sending out Senior gifts to Seniors this week.

Where does that leave us? We must resolve two fundamental questions.

-The first is, **“How do we accomplish our goals and make young disciples in a world where we cannot gather together?”**

-The second question is, **“How do we transition back, and to what do we transition, when the Covid-19 situation is over? What will be our new ‘normal?’”**

-Youth ministry will continue our process of prayer and planning as we begin discerning our strategic planning team, and developing a new leadership structure.

-At our last planning meeting we began developing youth ministry teams to handle certain aspects of our strategy – IE an evangelization team to run Alpha, a teen support team to attend youth events and cheer them on, a communications team for more consistent social media and video resources, etc.

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Confirmation Coordinator's Report:

Revisioning Confirmation: The visioning process for Confirmation we are using comes from the Center for Ministry Development (CMD), and training in it was part of my certification process for youth ministry. We continue to meet to work on the strategic planning portion of this process.

Core Values:

Love of the faith

Transformational relationship with God

Developing faith-filled relationships

Sharing God's gifts through service.

Core Purpose:

God desires a relationship with each of us as His children. Preparing for Confirmation helps Christians discern and develop this relationship to fully live the grace of the Sacrament throughout their lives.

BHAG:

"100% of Confirmandi involved in ministry at their parish by 2025."

Vision for our Future:

"Imagine a parish community which has over 400 young people active in it every year. Feel the vibrant energy of an entire congregation inspired and infused with youthful vitality. Families lead the way, excited to grow in their faith and comfortable with their kids' questions because they have powerful tools for discipleship. Consider the entire Quad City community and beyond when our youth live like Catholic disciples of Jesus everywhere they go for all their lives; and who know God will be there for them through life's ups and downs. Think of youth and families knowing Jesus personally and comfortably talking about Him while sharing their faith stories. Dream of the impact on young people who experience parish adults knowing their names, serving as mentors for them, praying for them, and caring for them. Envision a parish that does *more* - for, with, and through young disciples. Think about how welcoming, warm, and inviting it would feel to all of our parishioners and to members of the entire community."

Strategic planning for how to achieve our goal following our values and purpose has begun, with a special segment dedicated to a COVID-19 response. We've met several times via zoom at this point to flesh out a strategic plan outline.

On June 16th we established new dates for Confirmation masses (August 9th, 16th, and 23rd). I sent out sign-ups for our new Confirmation mass times on June 17th. Twenty-seven families accounting for 29 out of about 50 candidates have participated so far. We're still working on whether we will have pictures, practice, etc.

Our NET retreat for 8th grade in 2020 is now set for Friday, December 11th.

The Holy Fire Chicago conference, our retreat option for 7th grade in 2020 has officially been cancelled by the Archdiocese of Chicago. We don't yet have another retreat option for 7th grade, but are examining an online option created by ProjectYM. The diocese may also not require retreats as it usually does this year.

Faith Formation report to the Parish Council (June 2020)

Submitted by Jennifer Wemhoff

I participated in pastoral staff meetings during the month of May and June

I attended the May and June Board of Education meetings.

I continue to write weekly bulletin articles.

I continue to update and track the Faith Formation budget.

I continue to participate in the Confirmation Revisioning meetings that Evan has scheduled.

Dates for First Communion have been decided. We will have 3 celebrations this year so that we can follow the social distancing guidelines set forth by the diocese. First Communions are planned for the following Sunday's at 1:30pm: July 5, July 12, and July 19. Families were sent an email last week with a link to a SignUpGenius so that they could choose which date worked best for them. There are still 2 families that need to sign up for a date, I will contact them again this week and ask for their preference.

We also hope to initiate those in the RCIA process on Sunday July 26 at a special mass. I have notified the students that I had been working with throughout the year of this information.

Finance Report June 2020

Meeting on June 1, via Zoom. Next meeting will be June 29.

Parish Income through May 2020 (11 months of the fiscal year)

	Envelopes	Offertory (Cash)	Other Envelopes (Xmas, Easter, etc.)	Total
YTD Total	\$1,107,851.08	\$29,685.94	\$38,390.57	\$1,175,927.59
YTD Budget	\$1,117,349.00	\$33,825.00	\$36,163.00	\$1,187,337.00
Variance	(\$9,497.92)	(\$4,139.06)	\$2,227.57	(\$11,409.41)

Annual Diocesan Appeal (as of June 1)

Pledged \$158,578

Pd on pledges 128,834

Campaign kick off is generally held on 3rd Sunday of September. 2020 goal is yet to be announced. Payments on 2019 intentions gratefully accepted through the summer.

Cultivating Our Future campaign (as of June 1)

Pledged \$722,377

Pd on pledges 251,253

Funds spent 38,779 (brochures/marketing/mailings)

Available cash on hand 251,714 (includes \$39,240 savings accumulated before campaign began)

Approved the plan as presented to install cameras and equipment at church for **livestreaming Mass**. Funded by Cultivating Our Future—Sustain Our Mission. Includes 3 Sony cameras w/remotes and electrical upgrades.

Trained volunteers will operate. Fee for livestreaming (\$940/yr) will be extra and funded by operational budget.

Equip/installation/user orientation 21,786

Electrical 6,500

28,286

Expect to approve **2020-2021 budget** at June 29 meeting after figures for Associated Organizations and JFK have been finalized. Fr. Jake gave a brief overview of the budget in recent issue of *Victory Voice*. He explained the anticipated decrease in income, staff reductions, plus additions to our educational ministries to fund resources needed because of Coronavirus. This level of funding is not guaranteed to continue in subsequent years. A complete budget with all income & expense items will be shared with Parish Council after approval.

Social Action Committee

May 2020 Minutes

We attempted a Zoom meeting at the beginning of the month, but my internet went down ten minutes into the meeting. I was able to get back on and a few remained. We decided to try another Zoom meeting on June 16, which would be our regularly scheduled meeting.

We're trying to determine what we can do during this period of not being in church. Letter writing is something we can do and through information received from Bread for the World we will discuss that at our next meeting.

June 2020 Wellness Report

Wellness received one application for our \$500 Health and Wellness scholarship. The applicant, Vincent Thomas, met all of the requirements. Vincent is a graduate of John F. Kennedy and Assumption High School. He will be attending St. Ambrose University this fall, majoring in Biology.

Wellness will resume blood pressure screenings in August in an area other than the nurse's room to allow for more social distancing.