

Meeting Date & Time: **10/27/25 at 7:00 PM**

**Members Present:** Fr. James, Vicki Berberich, Renae Smith, Jennifer Cakinberk, Anna Schweers, Barb Ledvina, Deanna Sargent, Paul Suarez, Ellyn Cottingham

**Staff Member:** Tom Primmer

**Clergy:**

**Not present:** Ty Barten, John Armstrong

**Guest:** Laura Kutcher

**Opening prayer & Scripture Reading/Reflection by:** Paul Suarez

- Approval of September meeting minutes, approved by Anna, second by Jen.

**Renae**

- **Staff Update**

- **Laura Kutcher**

- Been working on revamp of all the liturgical ministries
  - Started with Hospitality & provided them with their own closet for preparation
  - Created a handbook as well
- Eucharistic Ministry was revised & provided education on how the Ministry must be done
  - Handbook was completed & distributed
- Need to have the ministry coordinators meet with the teams on a quarterly basis
- Father is planning to speak to the church about the catechesis of mass.
- Altar Servers continue to learn & develop
- Working to start a Wedding Coordinator ministry
- Started Children's Choir again
- Laura is going outside of our parish to for Cantors for mass
- Working to arrange musical groups for Christmas masses
- Thursday December 4<sup>th</sup> is church reconciliation mass

- **Old Business**

- **Fundraising committee Update**

**Fr. James/Anna**

- Calendar Raffle is moving ahead.
  - Will start in November, will start drawing in January.
  - Tickets will be \$25; if win on a Tues/Thurs will get the funds back
  - Matt will keep track of the tickets on a spreadsheet
  - Tickets stay in "play" for the entire year, even if someone wins
  - \$4825 is the total payout for the year; have to sell 193 tickets to break even. Everything over that is profit.
  - Exploring options for online payments.

- Father James is still working on putting together his concert with other priests

- **Catholic Worker House**

**Jen C/All**

- October meal
  - Served all of the food that was brought
  - \$14 to be paid by each of PC members
  - CWH is asking for any type of containers to give out food
  - July 24<sup>th</sup> is next meal to be served by PC – add to your calendar now!

- Advent 2<sup>nd</sup> Collection

- Tom to speak to Matt about taking a 2<sup>nd</sup> collection in Advent if possible

- Cookies in November for Fire/Police

**Council**

- Ellyn will send out an email for who will bake cookies & who will deliver
- Bring cookies to November meeting

- Community ideas to volunteer please bring ideas **Council**
  - Renae will reach out to directors of TAKE to inquire about the PC volunteering
- 2026 Council Replacements **All**
  - Would like to have the new people attend the May meeting
  - Pointed out that there is typically a small financial donation provided by members of the PC. This should be communicated to anyone discerning to join PC
- **New Business**
  - Christmas Sponsorship for Council **Vicki**
    - Barb will send out an email notifying group of the size of the family we will adopt
    - Give your donation to Barb at the meeting in November or send via Venmo
  - Sounds of the Season will be held on 12/14
- **Father James Updates** **Fr. James**
  - Had a staff development day in October
  - Discussed option to create a Transitional Preschool at OLIH as part of the DSM Catholic Region group. This is in discussion at this time but no decision has been made.
  - Diocese review of OLIH business occurred in past month. A few minor items came up to be updated (i.e. need to create a volunteer handbook & employee handbook needs to be updated)
  - Financial information was sent out to each family in parish
  - Baptismal font was cleaned on 10/25; caulking will be done next, then it can be filled again
- **Feedback: “What are you hearing?”** **All**
  - No plans to move the Tabernacle from current location
  - Discussed possibility of having an afterhours contact # available
- The meeting closed with prayer led by Paul

**Next Meeting: November 24th at 7 pm – Conference Room**

**Prayer lead by:** John Armstrong

**2025/2026 Meeting Dates and Staff reports**

<b>Date</b>	<b>Staff Report Given By</b>
August 25, 2025	Randy Henderson - Dir YM & Dir Faith Formation Matt Dougan – Finance Director
September 22, 2025	Misty Hade – St. Lukes Principal
October 27, 2025	Laura Kutscher – Liturgy Director
November 24, 2025	Kathy Bovee – Preschool Director
December 22, 2025 Does this date need to move to 12/15?	No staff report scheduled
January 2026	Abby Henderson – Communications Director
February 2026	Matt D Business Manager/Makenna Youth Ministry Coordinator
March 2026	Tom Primmer – Operations Director
April 2026	Patty M
May 2026	No staff report scheduled
June 2026	No meeting
July 2026	No meeting

**PASTORAL COUNCIL MEMBERS**

<b>Name</b>	<b>Term STARTED</b>	<b>Term ENDS</b>
Fr. James Ahenkora	2024	2030
John Armstrong*	July 2023	July 2026 or 2029
Ty Barten	January 2022	July 2028
Vicki Berberich (Chair)	January 2022	July 2028
Jennifer Cakinberk	July 2023	July 2026 or 2029
Ellyn Cottingham*	July 2023	July 2026 or 2029
Barb Ledvina*	July 2023	July 2026 or 2029
Deanna Sargent*	July 2023	July 2026 or 2029
Anna Schweers	July 2023	July 2026 or 2029
Rena Smith (Secretary)	January 2022	July 2028
Paul Suarez	July 2023	July 2026 or 2029
Ann Wright (Vice-Chair)	January 2022	July 2028

\*Not planning to return to PC in 2026