



Queen of Apostles Community

Minutes from QAC Community Meeting February 9th 2016

Attendees:

<i>Fr. Tom</i>	<i>Deacon Greg Cecere</i>	<i>Marilyn Nagle</i>	<i>Mary Rice</i>
<i>Bill Fecher</i>	<i>Linda Folmar</i>	<i>Chris Sitko</i>	<i>Bob Buescher</i>
<i>Ken Moran</i>	<i>Marti Quakenbush</i>	<i>Tom Quakenbush</i>	

Opening Prayer

The meeting started at 7PM with an opening prayer by Ken Moran.

Old Business

Minutes from Jan 2016 Community Meeting were reviewed and approved as written.

New Business

1. Various Committees provided status reports for ongoing activity. Their reports are attached to these minutes.
2. Fr. Tom asked the Liturgy and Community Ministry committees to work together to create a drape that QAC can use on a front pew to show respect and remembrance when a QAC member passes.
3. Ken Moran informed the Community that QAC received the initial distribution from the One Love, One Hope, One Faith Capital Campaign and will be using this distribution to fund the improvements to the sound in the chapel. Ken Moran also informed the Community that Marie Restivo is stepping down as the coordinator for Donut and Bagel Sunday and a search will commence for a replacement. Finally, Ken Moran informed the community of a recent visit by the Diocesan auditor staff who is recommending we revitalize our Finance Committee and add new control procedures for accounting and funds disbursement. Kevin Skinner and Tom McCrate will develop responses and action plans based on the audit recommendations.

Closing Prayer

The meeting ended at 8:05PM with a closing prayer.

//signed//

Kenneth J. Moran
Lay Community Coordinator, QAC
13 February 2016

Social Justice Committee Report (Feb 9, 2016)

Key Upcoming Activities:

February 21-27 - QAC Cooking Ministry serves meal at IHN

February 24 - Lenten Soup supper on "Welcoming Refugees with Compassion and Kindness"

February 28 - Annual Day of Caring Pancake/Sausage Breakfast

Malawi Projects: Report of activities of the Hangartners was e-mailed to the community. We continue to coordinate fund raising at QAC.

- Submitted by Chris Sitko and Nimfa Simpson

Community Ministry Report (Feb 9, 2016)

In addition to the Ministry of Consoling "Circles" and the various Hospitality events, the Community Ministry team continues to help those in need throughout our community. The following table summaries the 2016 Outreach Activities to date:

DATE	NAME	CARD	PHONE	VISIT	ACTION
JANUARY					
Jan 1, 2016	Ken Lupp			X	hospitalized for pneumonia, left phone message
Jan 2, 2016	Ken Lupp	X	X		discharged from hospital, left phone message, asking about needs
Jan 2, 2016	Ginny Duvall	X	X		hospitalized for back fracture, spoke w/Don, they have no needs
Jan 2, 2016	Dennis Brode	X	X		parents both very ill, unable to reach by phone
Jan 3, 2016	Mary Lou Cramer/mother			X	Linda Folmar - Eucharist
Jan 4, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Jan 5, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Jan 6, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Jan 7, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Jan 8, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Jan 5, 2016	Terri Blanken				met w/Linda F., Carol B., Pat A. to develop training/packets for call teams
Jan 10, 2016	Mary Lou Cramer/mother			X	Linda Folmar - Eucharist
Jan 10, 2016	Terri Blanken				training luncheon with "Call to Care" volunteers
Jan 11, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Jan 12, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Jan 13, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Jan 14, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Jan 15, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Jan 15, 2016	Ken Takacs	X			Sympathy, Michelle requests no contacts, offered support
Jan 15, 2016	Pat Herman	X			broke other wrist, upcoming surgery, offered support
Jan 17, 2016	Mary Lou Cramer/mother			X	Linda Folmar - Eucharist
Jan 17, 2016	Pat Herman			X	Linda Folmar, Eucharist
Jan 18, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Jan 19, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Jan 20, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Jan 21, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Jan 22, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Jan 19, 2016	Ken Takacs				sympathy flower arrangement w/tree of life plaque sent (Oberer's)
Jan 19, 2016	Pat Herman			X	home from surgery, spoke w/Phil, no needs at this time
Jan 19, 2016	Tom Hudnell	X	X		hip replacement surgery, left message asking about needs
Jan 19, 2016	Ginny Duvall			X	surgery, follow-up, left message asking about status and needs
Jan 25, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Jan 26, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Jan 27, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Jan 28, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Jan 31, 2016	Mary Lou Cramer/mother			X	Linda Folmar, Eucharist
FEBRUARY					
	Call to Care begins				
Feb 1, 2016	Ann Hurley	X			get well - knee surgery, check needs
Feb 1, 2016	Mary Hallinan	X			get well - broken leg, check needs
Feb 1, 2016	Jeff Bohrer	X			sympathy, Grandmother passed, offered support
Feb 1, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Feb 2, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Feb 3, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Feb 4, 2016	Dick/Lillian Wehner			X	Eucharist, Katie Metzmaier
Feb 4, 2016	Ginny Duvall	X			encouragement, surgery for back fracture Feb 17 (don't give up card)
Feb 4, 2016	Marti Holda	X			brother and sis-in-law (hip surgery/migraines) thx for baby blanket project
Feb 7, 2016	Mary Lou Cramer/mother			X	Linda Folmar, Eucharist
Feb 8, 2016	Phyllis Sharp	X			Father (cancer) very ill (Miracles)
Feb 8, 2016	Steve Nordmeyer	X			Great Aunt passed
Feb 9, 2016	Ron Versic	X	X		Ron's sister passed, left message to see if com. min. can offer support

- Submitted by Terri Blanken

Religious Education/Youth Ministry Report (Feb 9, 2016)

Key Upcoming Activities:

- February 10th – **CRS rice bowl program.** During Lent for all the kids and anyone else who would like to participate, boxes will be available beginning tomorrow at Mass.
- February 14th – **First Eucharist bake sale after liturgy.** Items will be \$.25 to \$.50. Proceed will go to the community in the form of a gift from the class. If anyone has a suggestion for items needed please let us know.
- February 21st – **Spaghetti Dinner Fundraiser Planning Meeting.** There will be a parent meeting to finish organizing the spaghetti dinner for this year. It will be in si lounge after mass.
- March 4-6th – **Spring Retreat for high school youth.** It is \$50 for the weekend and our theme is Spiritual Anatomy.
- March 12th – **Annual Spaghetti Dinner Fundraiser.** We will have the silent auction and reservations will begin soon.

- Submitted by Maggie Atkinson

Liturgy Committee Report – February 2016 Community Meeting

Special Dates/Times to Remember

- 7 p.m. Wednesday, Feb. 10 – Ash Wednesday Eucharist in chapel
- 7 p.m. Wednesday, March 2 – Candlelight Taize Prayer–Lenten Reconciliation in chapel. Fr. Tom will be available for individual confession at the conclusion.
- 7 p.m. Thursday, March 24 – Mass of the Lord's Supper
- 7 p.m. Friday, March 25 – Good Friday Liturgy
- 8:30 p.m. Saturday, March 26 – Easter Vigil during which Ryan and Charlotte Repasy will receive the Sacraments of Initiation
- 10:30 a.m. Sunday, March 27 – Easter morning Liturgy

Liturgy Planning

Planning for the Lenten season is complete. The liturgy team hopes that our community prayer during the Lenten season will reflect the gospel call to conversion and the knowledge that God's mercy is boundless and freely given. The liturgies will be more reflective with common elements from week to week, including the gathering song, more emphasis on the penitential rite, and spoken verses for the responsorial psalm.

Planning for Palm Sunday, the Triduum and the Easter season (thru May 1) is underway. The next Liturgy Planning meeting will be Sunday, March 6 immediately after mass.

Liturgy Committee Administration

- Refresher training for Eucharistic ministers continues after mass on Feb. 14 (team 3) and Feb. 21 (team 4). Tracy Moran has volunteered to be captain of team 2, previously led by Ken Takacs.
- We are exploring adjustments to the schedule and approach of our healing services as suggested by Fr. Tom. A proposal for changes will be brought to a future community meeting. The next healing service (including the Anointing of the Sick) will take place during the Sunday, March 13 liturgy as planned.
- Communication about the availability of low-gluten hosts is being developed for our Sunday bulletins. We are returning to the original supplier for the low-gluten hosts after trial of an alternative source.
- The next quarterly Liturgy Business Meeting will take place from 6-7 p.m. Tuesday, April 12 (immediately prior to the Community Meeting). Expected agenda items will include evaluation of the Lenten/Holy Week liturgies, the format for our Sunday bulletins and discussion of the 2016-17 budget.

Submitted by Bob Buescher

Community Meeting – Tuesday, February 9, 2016

Pastoral Report

Pastoral Report

- 1) Ash Wednesday Mass with distribution of ashes will be in the chapel on Wednesday evening, Feb 10th, at 7:00 PM.
- 2) We have had quite a few instances of serious illnesses among our members during December and many prayer requests have gone out to the Community.
- 3) My wedding schedule was very light in 2015, but I have already been scheduled for a wedding in August 2016 and 2 weddings in 2017. I expect more weddings to be added to my schedule in the near future.
- 4) I continue to attend the Mount St John Council meetings. We had just experienced the death of Fr. Jack McGrath who was the facilitator of the council meetings. Things are in some slight flux until a new facilitator is appointed.
- 5) Most of the new direction signs for Mount St John have been installed on property making it easier for visitors to get around. We should have a new map of the property available in a few months. If you have not noticed, I requested a new sign above the door to Si Lounge and the Marianists had one installed in the same design style as the rest of the Mount St John property...it reads "Queen of Apostles Community Center."
- 6) I have had another duty assigned as a member of the council. I will be the keeper of the Chaminade Center – in much the same way as I keep the schedule for Si Lounge. Brother Jack Somerville will approve all requests for use of that facility.
- 7) During the Christmas shutdown on Mount St John, I was responsible for personally picking up the mail for all entities on the Mount St John property as well as sorting/delivering the mail (Dec 17th-Jan 2nd).

Administrative Report

- 1a) Heavy scheduling in Si Lounge by groups outside of QAC will continue unabated. Scheduling in the Chaminade Center (Madeleine Room) will only be for approved Marianist and Mount St John entities. No outside organizations will be approved to use that facility. Fees have been established for the facility to be

paid for by groups using it. The facility is to be returned to the same condition as it was before the event and it will be clean and orderly. There is now a set of guidelines for use of the facility.

1b) We also have 4 calendars hosted on our QAC website – Si Lounge; the Chapel; the Mount St John property (places like ‘the Grotto,’ or the ‘fire pit,’ etc.); and the newly completed Chaminade Center.

2) Dan & Marilyn Nagle updated our QAC membership roster by taking photos of members who joined after our last directory was published. With assistance from Marilyn Nagle and Deacon Greg, Steve Guilfoos updated the entire membership by correcting missing/changed phone numbers and adding current email addresses as well. Ken Moran took all that information had a small number of addendums to the QAC Directory printed for distribution to our QAC members. It was a great consolidated effort.

3) After New Year’s, I took a much needed R&R trip to visit family in the Orlando and Clearwater, Florida areas from Jan 4th-17th where temperatures were barely 40 degrees and it was rainy and/or overcast and cold for 11 ½ of my 13 days there. It was great to come home to QAC.

4) One of my other customary dedicated (volunteer) tasks now, is to coordinate the clergy (priest/deacons) for the Blessing of the Bikes – 2016, which will take place on the 3rd Sunday in May (May 17th) – beginning this year at Kil-Care Raceway in Xenia. I am now in my 16th year coordinating this effort.

Deacon Greg

February 8, 2016

Statement of Activities

January 2016

Account Shortcut and Description	Current Month Actual	Current Month Budget	YTD Actual	YTD Budget
Income				
GENERAL AND ADMINISTRATIVE				
4001.00GEN SUNDAYS AND HOLYDAYS	13,334.00	18,150.13	132,021.76	127,051.15
4180.01GEN Interest Earned Unrestricted	0.00	0.00	13.72	0.00
4180.50GEN Interest Earned Restricted	0.00	0.00	0.58	0.00
GENERAL AND ADMINISTRATIVE Totals:	13,334.00	18,150.13	132,036.06	127,051.15
RELIGIOUS FORMATION				
4100.10CFF RE Fees	0.00	0.00	1,185.00	0.00
4100.20CFF VBS Fees	0.00	0.00	40.00	0.00
4100.00YM FEE INCOME	0.00	0.00	235.00	0.00
RELIGIOUS FORMATION Totals:	0.00	0.00	1,460.00	0.00
OUTREACH				
4004.00CG DONATIONS	0.00	0.00	75.00	0.00
FACILITIES				
4190.00CHR RENTAL INCOME	0.00	291.63	200.00	2,041.65
4190.00HAL RENTAL INCOME	0.00	125.00	1,325.00	875.00
FACILITIES Totals:	0.00	416.63	1,525.00	2,916.65
FUNDRAISING				
4051.00FES FESTIVALS	0.00	0.00	750.00	0.00
Income Totals:	13,334.00	18,566.76	135,846.06	129,967.80

Expense

GENERAL AND ADMINISTRATIVE				
5101.00GEN PRIESTS COMPENSATION	1,346.67	1,346.63	9,427.67	9,426.65
5102.00GEN EXTRA CLERGY COMPENSATI	0.00	187.50	460.00	1,312.50
5107.01GEN Pastoral Associate	2,299.58	2,299.62	16,097.06	16,097.10
5107.02GEN Music Director	1,167.67	1,167.63	8,173.69	8,173.65
5107.03GEN RE Director	2,257.58	2,257.62	15,803.06	15,803.10
5121.00GEN FICA TAX EMPLOYER	467.78	475.13	3,274.46	3,326.15
5123.00GEN WORKERS COMPENSATION	0.00	91.37	638.40	639.35
5124.00GEN UNEMPLOYMENT	0.00	15.13	46.13	106.15
5251.00GEN EQUIPMENT REPAIRS & SERVI	0.00	108.37	512.72	758.35
5253.00GEN EQUIPMENT RENT	296.00	291.63	2,320.26	2,041.65
5260.01GEN Janitorial Service	390.04	391.63	2,730.28	2,741.65
5260.02GEN Janitorial Supplies	0.00	8.37	0.00	58.35
5270.00GEN PROPERTY/LIABILITY INSURAN	0.00	27.50	291.87	192.50
5273.00GEN BUILDING RENT	4,954.00	4,954.00	34,678.00	34,678.00
5551.01GEN Priest Mileage	6.00	16.63	78.00	116.65
5601.00GEN PROFESSIONAL SERVICES	20.56	25.00	187.24	175.00

Account Shortcut and Description	Current Month Actual	Current Month Budget	YTD Actual	YTD Budget
5606.01GEN Office Supplies	39.98	25.00	167.38	175.00
5607.00GEN POSTAGE	0.00	3.87	49.00	26.85
5609.00GEN TELEPHONE/INTERNET/CABLE	0.00	41.63	0.00	291.65
5610.01GEN Service Charges Unrestricted Acc	0.00	0.00	3.00	0.00
5699.00GEN MISCELLANEOUS	0.00	16.63	0.00	116.65
5699.10GEN QAC Day Expenses	0.00	54.13	852.00	379.15
5699.12GEN Gifts Purchased	0.00	41.63	0.00	291.65
6215.00GEN PAYMENTS TO SCHOOLS	0.00	125.00	1,000.00	875.00
6311.00GEN GENERAL ASSESSMENT	1,750.00	1,833.37	12,247.64	12,833.35
GENERAL AND ADMINISTRATIVE Totals:	14,995.86	15,805.02	109,037.86	110,636.10

MINISTRY & LITURGY

5401.00LIT TEXTBOOKS	0.00	30.87	346.19	215.85
5606.00LIT SUPPLIES	0.00	45.87	69.95	320.85
5606.02LIT Vestments	0.00	8.37	0.00	58.35
5606.03LIT Altar	0.00	8.37	85.95	58.35
5699.01LIT Interpreter	180.00	110.00	720.00	770.00
5401.00MUS TEXTBOOKS	0.00	16.63	230.00	116.65
5606.00MUS SUPPLIES	0.00	8.37	0.00	58.35
5670.00MUS PROFESSIONAL DEVELOPMEN	0.00	16.63	0.00	116.65
5601.01PAS Pastorial Counseling	25.00	133.37	325.00	933.35
5670.10PAS Professional Development	0.00	125.00	135.00	875.00
5699.02PAS Welcoming	0.00	16.63	28.35	116.65
5699.03PAS Futures Committee	0.00	16.63	0.00	116.65
MINISTRY & LITURGY Totals:	205.00	536.74	1,940.44	3,756.70

RELIGIOUS FORMATION

5102.00CFF EXTRA CLERGY COMPENSATI	0.00	12.50	0.00	87.50
5401.00CFF TEXTBOOKS	0.00	0.00	264.40	0.00
5606.00CFF SUPPLIES	0.00	16.63	28.45	116.65
5615.00CFF FOOD AND BEVERAGES	0.00	8.37	10.35	58.35
5616.00CFF STUDENT ACTIVITY EXPENSES	0.00	0.00	95.00	0.00
5670.00CFF PROFESSIONAL DEVELOPMEN	0.00	16.63	260.00	116.65
5671.00CFF SUBSCRIPTIONS AND REFERE	0.00	4.13	0.00	29.15
5699.02CFF Appreciation Gifts	0.00	16.63	28.09	116.65
5699.03CFF Sacramental Prep	0.00	25.00	0.00	175.00
5606.00YM SUPPLIES	0.00	0.00	144.00	0.00
5615.00YM FOOD AND BEVERAGES	0.00	16.63	71.02	116.65
5616.00YM STUDENT ACTIVITY EXPENSES	0.00	25.00	400.00	175.00
5670.00YM PROFESSIONAL DEVELOPMENT	0.00	16.63	320.00	116.65
5671.00YM SUBSCRIPTIONS AND REFEREN	0.00	12.50	0.00	87.50
5699.02YM Appreciation Gifts	0.00	12.50	0.00	87.50
5401.00AE TEXTBOOKS	0.00	16.63	108.00	116.65
5606.00AE SUPPLIES	0.00	8.37	0.00	58.35
5699.01AE Speaker Stipend	0.00	16.63	0.00	116.65
5401.00RCIA TEXTBOOKS	0.00	8.37	0.00	58.35
5615.00RCIA FOOD AND BEVERAGES	0.00	0.00	40.21	0.00
RELIGIOUS FORMATION Totals:	0.00	233.15	1,769.52	1,633.25

Account Shortcut and Description	Current Month Actual	Current Month Budget	YTD Actual	YTD Budget
OUTREACH				
5699.01CG Social Justice Committee	0.00	1,833.37	0.00	12,833.35
5699.25CG SJ-ENVIRONMENTAL	0.00	0.00	23.16	0.00
6201.05CG SJ-Poor	0.00	0.00	1,609.31	0.00
6201.10CG SJ-Youth	0.00	0.00	1,500.00	0.00
6201.15CG SJ-Pro-Life	0.00	0.00	300.00	0.00
6201.20CG SJ-Homeless	0.00	0.00	1,800.00	0.00
6201.25CG SJ-Enviromental	0.00	0.00	1,200.00	0.00
6201.50CG SJ-Parishioner Assistance	0.00	0.00	475.00	0.00
6201.60CG SJ-International Aid	0.00	0.00	2,955.00	0.00
OUTREACH Totals:	0.00	1,833.37	9,862.47	12,833.35
OTHER PARISH PROGRAMS				
5606.02CM Kitchen Supplies	0.00	41.63	290.81	291.65
5606.10CM Cards/Supplies	174.70	12.50	221.68	87.50
5699.05CM Hospitality	0.00	83.37	215.05	583.35
5699.10CM Consoling Circles	0.00	20.87	0.00	145.85
OTHER PARISH PROGRAMS Totals:	174.70	158.37	727.54	1,108.35
Expense Totals:	15,375.56	18,566.65	123,337.83	129,967.75
Income - Expense:	(2,041.56)	0.11	12,508.23	0.05