

Mother of Perpetual Help Parish

Pastoral Council Meeting

Monday, March 2, 2026, 6:00 PM
Notre Dame Room, Parish Center

Meeting Minutes

A meeting of the Mother of Perpetual Help Pastoral Council was held in the Notre Dame Room on Monday, March 2, 2026.

Council members in attendance were: Fr. Matthew Perumpil Pastor, via Zoom, Gary Jensen, Council Chair, Sharon Anderer, Deb Morgan, Terra Tirnanic, Debra Stenz, Brandon Schwebler, and Don Pederson, Vice-Chairperson and Acting Recording Secretary. Also in attendance was Debbie Peterson, Trustee.

Excused were Council members Harriet Pfersch and Susan Scharmach, and Trustee John Gomez..

1. The meeting was called to order by Gary Jensen at 6:00 PM.
2. The Meeting opened with a Prayer which was read by all.
3. Pastor's Report
 - Lenten Mission Feedback
 - The Preacher had great enthusiasm and energy to lead us
 - Was hoping for more younger people to attend
 - It was relatable and personal
 - Suggestions on Aligning Ministries of the Parish

Very happy to see the progress of filled forms from most ministry groups.

The role of the Council to follow up:

 - How we review and assign all the ministries under the right area under the suggested norms of Archdiocese
 - The role of each Liaison from the Council
 - Evaluating the strengths and weaknesses of ministry area
 - How are these ministries reflecting and implementing our Parish Mission?
 - Identifying Resources (Time, Talent, Treasure) to carry out these ministries
 - Prioritizing the initiatives/ministries for the next budget year
 - Budgeting proposals to Finance Council to fund the ministries: How is the ministry promoting our Mission and Vision?
 - School Update
 - Retreat plans for all grades on the Tuesdays of March.
 - Sacrament Reconciliation for all students who received first Communion planned during March.
 - Encourage Parents to engage in our Parish activities, especially Sunday Mass.
 - Deanery Update
 - Discussed with other pastors about Our Lenten Mission, our plans for focusing on young and adult formation programs next year, our initiatives with West Allis City and Interfaith meetings.
 - Budget preparations have started for next year.

4. Liaison Reports – Updates for January and February are attached
5. Lent and Easter preparation
 - Numerous events
 - Invite people
6. School Update
 - Retreat plans for 5, 6, 7 and 8th Grades
 - Love God
 - Love Your Neighbor
 - Sacrament Reconciliation
 - Invite Families to attend our school
 - Engage Parents to engage in our Parish
 - Bible classes
7. Deanery Update
 - Fr Michael (From St. John the Evangelist is the Dean)
 - Focus on young Faith Formation
 - Father Carcar is working to align parishes to share and collaborate
8. Budget planning is on track this year
9. Ministries
 - We received most forms back
 - We are to evaluate each ministry
 - How we review and assign all the ministries under the right area under the suggested norms of Archdiocese
 - The role of each Liaison from the Council
 - Evaluating the strengths and weaknesses of ministry area
 - How are these ministries reflecting and implementing our Parish Mission?
 - Identifying Resources (Time, Talent, Treasure) to carry out these ministries
 - Prioritizing the initiatives/ministries for the next budget year
 - Budgeting proposals to Finance Council to fund the ministries: How is the ministry promoting our Mission and Vision?
10. Sr. Lincy is the new Pastoral Ministry Coordinator
 - She will take care of the Parishioners needs for the Pastor
11. West Allis Faith Based Coalition for the Marginalized
 - Several Meetings in February
 - Last meeting had 16 churches in attendance—all doing the same things we do
 - Nearly all are having volunteer and money issues
 - Mt. Hope Lutheran Church is applying to have a warming center at their church
 - Proposal to collaborate forming 4+ service sites:
 - Closely located sites, east where the need is greatest
 - Food Site–Clothing Site–Hygiene Site–Support Site (Mental Health-Career Support-Internet Access)
 - Next Coalition Meeting 3/03/2026
12. Stewardship Webinar in review–Brandon Schwebler
 - We have to move from a Membership to a Disciple Mentality
 - Consumer vs. Contributor: A member often asks, "Does this program meet my needs?" A disciple asks, "How can I use my gifts to serve others?"

- Static vs. Dynamic: Membership can often feel like a status reached (like joining a club), whereas discipleship is viewed as a lifelong journey of continuous learning and progress
- Maintenance vs. Mission: A membership mindset prioritizes keeping the current group comfortable and the "doors open." A discipleship mindset prioritizes reaching new people and equipping others to lead
- Best Practices for Encourage Giving
 - Build Relationships • Assume obligation—Move from Transactional to Relational: We aren't just looking for donors; we are looking for partners in our mission. People give to people and visions they trust. Knowing the "Why": Take the time to learn what matters to the parishioners. When you understand their passions, you can show them how their support makes a direct impact on the things they care about. The Long Game: Building a relationship isn't a one-time meeting; it's an ongoing dialogue that makes the parish feel like a family, not a business.
 - The "8 Touches" Rule Cultivation Before Solicitation: The goal is to ensure that by the time you ask for financial support, the individual already feels deeply connected to the parish's work. What Counts as a "Touch"? A touch is any meaningful interaction that doesn't involve an ask. Examples include: A handwritten thank-you note for their past involvement. An invite to a "Coffee with the Pastor" or a ministry open house. A personal phone call just to check in or offer a birthday blessing. Sharing a "success story" or impact report via email. Each touch builds their connection to the parish.

13. Ministry Alignment Initiative

- Function
 - Identify the needs of the parish that align with mission, vision, and parish council goals
 - Prioritize the needs and recommend ways to support the Pastoral Council
 - Plan for the development of activity in the area of ministry by formulating goals, objectives, timelines and determining who will be responsible for implementation
 - Study new program developments or strategies and assess their potential for use in the parish
 - Submit proposals for new programs or significant changes to programs to the Pastoral Council
 - Align goals with those of the Pastoral Council
 - Promote the activities and programs of the Commission and communicate to the parish leadership and parishioners
 - Develop a budget for the area of ministry
 - Conduct ongoing evaluation of existing activities and programs
- Membership
 - The number of commission members can range from 7 to 12 members
 - All commission members must be baptized, practicing Catholics and registered members of the parish, at least 18 years of age
 - Members serve 3-year terms renewable. An annual membership list shall be submitted at the start of each commission year to the Council secretary
 - Any committee member may resign by filing a written resignation with the commission chairperson
 - The Parish Council secretary shall be notified of the changes to the membership list.
 - Each commission shall have a chairperson, a vice-chair or chair-elect, and a secretary. Officers are selected annually by and from the commission

- Meetings
 - Regular commission meetings are held at such time, place and date as either the Council designates or the commission determines
 - The date, time and location of commission meetings shall be published in the bulletin or website and parishioners are welcome to attend as observers. Parishioners may submit items to the commission or chairperson for consideration on the agenda. The commission chairperson may allow observers to participate in a discussion on such subjects and under such rules as the commission may determine
- Standing commission per the Archdiocese
 - Worship
 - Formation
 - Human Concerns
 - Stewardship
 - School
- Suggested Commissions for MPH
 - Worship
 - Formation/Pastoral
 - Human Concerns/Outreach
 - Stewardship/Community Life
 - Community Partners
- Council's debate on alignment
 - We have to determine if we are going to use the name Stewardship or Inspiration
 - The suggestion is to have the Hospitality, New Member and Welcoming under the Inspiration committee. If so, we will need additional volunteers for this committee.
 - For the most part what Gary and Father laid out was accepted by the committee but a few adjustments remain.

14. Attendance and giving are up over last year

15. Open Discussion

- Need Money Counters for the Festival
- The Parish Council will participate in the basket raffle
- MQSA before and after programs are maxed out

The meeting closed with a prayer said by all.

Thereafter the meeting adjourned at 8:20 PM.

Next meeting: Monday, May 4, 2026 at 6:00 PM in the Notre Dame Room.

Respectfully submitted,

Susan Scharmach

Susan Scharmach, Secretary
 Don Pederson, Co-Chairperson and Acting
 Recording Secretary

Liaison Report Updates

- Buildings & Grounds – John Gomez
 - Exterior lighting at 116th Street office and 116th Street church have been completed per the safety grant
 - Interior and Exterior cameras will be installed in the 116th Street office and the 116th Street church per the security grant in March
- Communications– Susan Scharmach
No update
- Deanery Report – Gary Jensen
No update
- ✓ Faith Formation – Brandon Schwebler
No Update

Meeting 1/27/2026

- Review of finance committee norms and term limits.
 - Document from arch on term limits & norms
 - 5 members required
 - At large members – Chair (1 yr term) At Large (3 yr term 2 X)
 - Need new members
- Review of 7/1/25-12/30/25 financials vs. budget (P&L & Balance Sheet)
 - -2% in contributions
 - Fish fry makes little revenue without a donation from a parishioner.
 - Over 6% in expenses – supplies & purchases – bad budgeting
- Updates on investments:
 - Ave Maria – name changed from MQH to MPH
 - All Others – organize / combined
- Korean Community Update
 - MPH is handling of bookkeeping and billing payments – payment of \$300.00 per month from KCC
- Parish Festival Update
 - A budget has not been created. Looking to finalize by mid Feb. 2026
- Building & Grounds Update:
 - Safety grant – upfront money for fencing & cameras; waiting for reimbursements
 - Cadence lease – 5 year lease requested by Cadence
 - Projects to be completed in 2025/26 fiscal year.
 - Carpet for 106 St. sanctuary
 - East side parking lot 106
- Anything else: Pastoral Council Update:
 - Ministry alignment – PC to approve – all should have a budget – goal is merge and organize.
Growth initiatives: attendance tracked and is flat
 - OCIA
 - GenZ / Millennial targeting on social, events invites, etc.
 - West Allis Community connection: faith-based coalition on outreach.
 - Many apply for city block grants – Hope Ministries has \$60k annual budget with church support all by block grants and business. Why don't we?
 - We've created a Marketing Team – does Marketing have a budget?
 - Young Adult Director – we need to add this role – staffing analysis.
 - QR code update

- Parish Safety Plan: Discussed with Tom Fredrickson at Arch – name & number form St. Lukes – Larry Decker – 262-788-5467
- Human Concerns – Deb Stenz
 - Meeting 2/11/2026
 - Regarding the National Catholic Partnership on Disability Jim Hanover spoke with Nicole and will work with him. Need to determine needs to be determined.
 - MPH Ministries Highlight will not be HCC committee as no dates available. March highlight will be the Lenten – Foreign FMFM (current difficulties); Local Capuchin Hygiene, and CRS Rice bowl.
 - Meijer Simply Give – over \$6000 in food cards from holiday drive; current drive going (Double match March 7)
 - West Allis Community Connection update, Kathy Smith attended the Faith Based West Allis Outreach Meeting on Jan. 22nd. Gary Jensen is currently representing MPH on the WA Homeless Initiative.
 - Council update from Deb Stenz. Shared info on forms for ministry committees to fill out. HCC raised concern on 2/ 26/26 time frame to return forms. They will due their best to get it completed by then.
 - Discussion on holding an event highlighting Foster Parenting. Kathy Smith was contacted by CHW regarding this need. Thoughts as to have a information session at Cleveland Pub and have CHW do presentation. ? late April.
 - Up coming Eras Tapestry Fundraiser Wed. April 22nd at Saint Kate –The Arts Hotel. HCC to provide an auction basket to them.
 - Closing prayer
 - Next meeting March 11
- OCIA Team – Brandon Schwebler
 - Meeting 1/21/2026
 - Meeting opened with prayer by BTS
 - Discussion Topics (6:06-6:59 PM)
 - Review of OCIA Planning Document
 - Reviewed items outlined in the OCIA planning document prepared by FORMED coach Mitchel. *Mitchell to meet with Subcommittee at some point in person or virtually, at least.
 - OCIA Program Cost
 - Discussed whether to charge participants or keep OCIA free.
 - Consensus: \$50 participant fee to help offset material costs.
 - Exception: Participants in need of financial assistance.
 - Program Kickoff Planning & Timeline
 - Discussed 7-session structure and reviewed all proposed topics.
 - Identified incentives and motives for first time or returning participants.
 - Tentative timeline beginning in August.
 - Action Item: BTS plans to speak with Mitchell regarding coordination.
 - Need for sponsors and volunteers identified.
 - Discussed possibility of hiring a part-time faith formation coordinator for adults and youth.
 - Emphasized importance of a unified mission across programs.
 - Marketing & Use of FORMED
 - Discussed marketing materials and use of FORMED app (details to be developed).

- Action Item: Rita contact Mitchell
 - Retreat Ideas
 - Initial ideas discussed; no decisions made.
 - Retreat Opportunities
 - Possible service opportunities include:
 - Camp Tekakwitha
 - Other local programs
- Next Steps & Other Action Items (7:00–7:10 PM)
 - Assignment of responsibilities deferred; determined it is too soon.
 - Empowerment Leadership Event Night mentioned.
 - Next meeting date: tentative date noted February 11 via TEAMS at 6 pm
(*details and agenda to be clarified prior to next meeting date*).
- Closing Prayer (7:11-7:16 PM) Fr. Matthew
- Liturgy – Deb Morgan
- Meeting 2/11/2026
 - Holy Week 2026
 - Church environment will be handled by Mary Maberry in the absence of Trish Schickert. More help might be needed.
 - Schedule will remain the same as last year except for Holy Saturday. Fr. Matthew is requesting that we be able to start at 7:00 PM instead of 8:00 because we have several young children being baptized and it will be a long service.
 - Instructions/Scripts will be sent to the ushers and servers the same as last year by Joseph W.
 - The Sisters will assist with Holy Thursday Mandatum. There will be three stations manned by Fr. Matthew, one of the Sisters and two parishioners from the West Site that need to be recruited. A member of the Pastoral Council will assist Fr. Matthew.
 - Holy Saturday will start with the Paschal Fire weather permitting. The Exultant will feature three dramatic readings with songs in between.
 - A Greater Vision
 - In Fr. Matthew's absence he asked Joseph W. to explain what he and the Pastoral Council are undertaking in reference to Parish Ministries. They are hoping to streamline them, perhaps combining some, and are tasking the different ministries/committees with making sure our Parish Mission is guiding them. Joseph gave some examples of what that might look like for the Liturgical Commission.
- Other
 - Committee members discussed how we can encourage young people to step up and volunteer for different ministries. Deb did assure them that the Council is working hard on that same subject. Any ideas/thoughts from them are encouraged.
- Next meeting scheduled for April 29, 2026
- Parish Engagement Committee (PEC) – Don Pederson
- 3/05/2026 Meeting
 - Trivia Night's 10th anniversary was a big success. Nineteen tables of participants enjoyed the evening. All prize winners donated their winnings back to the parish. After expenses were subtracted from proceeds, a total of \$2565.92 was donated back to the parish!
 - Pickleball scheduled for March 14. Same set-up as always.

- Tech Event on March 28 will be headed by Nancy Martin. Adrian will be there to assist. Instructions on how to use QR codes will be added to the agenda as the parish is using them more frequently. Lynn will be organizing snacks and drinks.
- PEC will put together a raffle basket for the festival. Deb Morgan will coordinate.
- Don reported that our petty cash balance is \$287.
- Brainstorming for future events included an ice cream social, family karaoke, scavenger hunt, bocci ball tournament, pickleball end of season tournament, square dancing, bowling, golf and a murder mystery dinner. After discussion, the committee decided to move forward with an ice cream social including lunch after the 10:30 Mass on May 17th. Don will verify that the gym is available. Committee will split into teams to cover the various tasks.
- Don will speak with Gary and Rita about having our events posted to social media sites other than just the parish site.
- Next meeting April 9th

2/05/2026 Meeting

- Cribbage Tournament Debrief – Overall, we received very positive responses from the event. Some things to consider for future Cribbage Tournaments is having music in the background, allowing participants to bring in their own alcohol, have the event at the 106th Street location, have even teams and have teams stay seated for the award presentation.
- Pickleball scheduled for February 14th. Same protocol as always.
- Trivia Night Update – Set up will take place at 4:30 PM, workers dinner around 5:15 to 5:30 PM, doors for the event will open at 6:00 PM. 14 tables are reserved with 11 paid for. Troy will be our MC, and we will have two 50/50 raffles and a Dead or Alive game - \$2:00 /entry. Beer License is currently with the West Allis Council to get approved. We will sell beer, wine, soda, and water. We will have a tip jar to support a Seminarian.
- For March, we will do a Pickleball event (March 14th) and also the Tech Event (March 28th). Nancy Martin is confirmed to run the Tech Event.
- The committee decided to forgo the Spring Family Dance Party in April. We were considering a Potluck after the 10:30 AM mass on 4/26 but the gym is already reserved so alternate ideas are being considered.
- Next meeting is scheduled for March 5th.

➤ School – Gary Jensen/Terra Tirnanic

1/13/2026 Meeting

- Pastor Report – Fr. Matthew:
 - Full house at Christmas eve mass – Many school families attended 3:30 mass at 116th
 - Baptism's scheduled for lent – 2 parents have scheduled
 - Introduced "Formed" app to team to sign up under MPH account
 - MPH "FORMED" coach to conduct the MPH Lenten mission / retreat. 2/23-25 dates. 6:30pm - 8:00pm
 - Faith Formation parents introduced to FORMED – Positive comments from parents.
 - First Communion – 1st Saturday of May (5/2/26)
 - Sister Vita leaving – 3 Sister's will support the program. Leaving 4/15 – Gratitude event being scheduled by school parents.
- Principal Report – Mrs. Blahunka
 - Map Testing: (students skills testing) starts week of 1/12/26 – shared at conferences.
 - Catholic Schools Week: 1/26-1/30/2026 – activities planned.

- SEL Curriculum – Social & emotional learning program – empathy emphasis. K5-5th only. Grant provided
- Sip & Support Fund Raiser – 3/7/26 – MPH Gym
- Old Business:
 - Praise & Worship: conducted in November 2025 (similar to ARISE). Younger grades appreciated it.
- New Business:
 - Black History Month
 - Events planned
 - Open House: 2/5/26 – 4-6PM
 - Strong attempt to re-enroll current students
 - Proposed video by school staff, parents, & students.
- Open Discussion
 - MPH Festival: Alumni event considered
 - Arch website update
 - Tuition assistance
- Next Meeting: 2/10/26
- Senior Ministry – Harriet Pfersch
No update