

**Sheboygan North Catholic Parishes**  
**Pastoral Council Minutes**  
**August 28, 2025, 6:30 p.m., Dominican Hall, St. Clement**  
**Approved September 4, 2025**

**Pastoral Council Members and Staff Present:** Fr. Nick Baumgardner (Pastor), Fr. Dennis Beltré (Associate Pastor), Danilo Batres (SC), Luanne Bemis (SC), Jeanne Bitkers (SD), Mary Jo Bugembe (HNJ), Tom Clarke (HNJ), Nick Devine (SD), Dan Duessing (SD), Anahi Escobar (SC), Mary Greeneway (HNJ), Lauren Jacobs (HNJ), Tom Jetzer (SC), Donna Karr (HNJ), Bob Mair (SD), Mary Petrie (SNCP Pastoral and Administrative Assistant), Anne Skowlund (SC) and Lori Woelfel (SNCP Office Manager, Bookkeeper, Safeguarding).

**Excused:**

Don Holmes (SD), Michele Konrad (HNJ) and James Ten Pas (SD)

**Welcome:** Chair Dan Duessing called the meeting to order at 6:30 p.m.

**Mission and Vision Statements:** Read aloud by all council members.

**Opening Prayer:** Fr. Nick

**1. Consent Agenda**

**a. Minutes May 22, 2025**

Online approval May 28, 2025; Motion to accept minutes from Bob Mair; seconded by Luann Bemis.

**b. Committee Reports**

**i. SD Prayer and Worship, May 13, 2025**

**ii. SNCP Stewardship, June 11, 2025**

**2. Introduction New Pastoral Council Members and Welcome Back to 2025-26 Term**

Welcome new Council Members: Nick Devine (SD), Lauren Jacobs (HNJ) and Anne Skowlund (SC Trustee).

**a. Review Goals for 2025-2026**

**Guest Speakers**

Will continue for 2025.

### **Reflective readings**

Fr. Nick is in the process of ordering the next book. It will be available for pick-up at the SNCP office at Holy Name as well as in the sacristy at St. Dominic.

### **Greater Visibility of Pastoral Council**

Dan Duessing will follow up with Michele Konrad to pick up where we left off last year. As a start, new photos will need to be taken. The SNCP website has been updated with the names of all current Pastoral Council members.

### **Building Community Within**

All three churches are doing a good job of collaborating on parish activities. The goal is to strengthen these ties even further to create a joyful, welcoming community from both a social and evangelistic perspective. The first step is to brainstorm ideas to begin working towards this goal.

#### **b. Pastoral Council and Committee Liaison Openings**

Nick Devine (SD) agreed to serve as committee liaison to the Human Concerns committee at St. Dominic.

The Vice Chair position remains open. Council members were asked to consider this opportunity and to contact Dan Duessing if interested.

### **3. Pastor and Associate Pastor Reports**

#### **a. Fr. Nick Baumgardner**

##### Seton School

Enrollments for the 2025-2026 school year are encouraging. Currently 83 students are enrolled. In comparison, Seton began the 2024-2025 school year with 74 students; ending with 79.

In light of the Minnesota Catholic school tragedy, questions have arisen about the safety and security of students and staff. Seton received a Safety and Security grant from the Archdiocese and is using these funds to install additional security cameras as well as updating the outside locks. Security protocols for the weekly school Mass have been updated according to the Archdiocese's recommendations.

Additional improvements to the Seton campus include enhanced landscaping and interior painting.

#### Sale of St. Clement School Property

SNCP is in the final stages of negotiation with Sheboygan County for the sale of St. Clement school property, just awaiting the completion of the legal documents. The sale will benefit St. Clement parish.

#### Faith Formation

Jennifer Branecky has joined SNCP as Director of Child and Youth Discipleship. The Child and Youth Faith Formation group is transitioning from three to two staff members. The Sunday family program will be discontinued. A renewed focus will be on reconnecting high school students with the Mass. Presence at the 10:30 Sunday Mass at St. Dominic will be required followed by a 45-minute class. Students will gather at 10:15 for attendance.

#### Permanent Deacon

As announced by Fr. Paul Fliss, it is likely that Deacon Jim Hall, who currently works with the south side parishes, will be assigned to Sheboygan North Catholic Parishes as a permanent deacon. As the Archbishop still needs to sign off on this assignment, it is not yet official.

#### **Fr. Dennis Beltré**

#### Choir

A second Spanish-language choir is being formed at St. Clement. Rehearsals are taking place Monday evenings from 7:00-8:00 p.m.

Fr. Dennis is in the process of planning a visit to his home in the Dominican Republic. It will likely take place in October or November depending on how soon the government paperwork can be completed.

#### **4. Financial Report—Lori Woelfel**

As July is the start of the new fiscal year, not much activity has taken place. The parish's Confidential Financial Statements (CFS) are due in mid-September. The Holy Name report has been approved and the Archbishop still needs to sign off on reports for St. Clement and St. Dominic.

## **5. Courageous Conversations**

### Distribution of Holy Communion

It was noted that our parish's new process for receiving Communion is very well received. The congregation has embraced going up to the altar and being offered an opportunity to kneel to receive the Eucharist.

An official dress code for Ministers of Communion is not in place, however, it is understood that one's dress should always reflect respect and reverence for the Eucharist. A specific question about wearing shorts was raised. It was noted that in some instances this may be unavoidable as many times individuals aren't aware they will be serving as Ministers of Communion until they are already at Mass.

An incidence of an individual walking away without consuming the Body of Christ was brought up. While rare, this does happen, and ministers and others should be vigilant in watching out for this. Additionally, dipping the host into the Precious Blood is also not permissible. A recommendation was made for additional training for Ministers of Communion, Ushers and others to be aware of these situations and learn how best to handle them. Fr. Nick will also address these issues in a future pastor's message.

### New Website Design

Kudos to staff for all of their hard work in redesigning the SNCP website. One concern was raised about the Parish Death Notices with an accompanying photo of a coffin, appearing as the very first item under Events and News. While it is important to include this information, it might be better to start out with a more positive feature.

## **6. Old Business**

### **a. New Member Welcome/Name Tag Weekend – September 6-7, 2025**

Each church has a welcome team coordinator who will be reaching out to Council Members and Stewardship committee members to help out at the Masses during this weekend. The coordinators are Ann Scharrer at St. Dominic, Patty Harms at St. Clement and Mary Jo Bugembe at Holy Name. Assistance is needed to help with handing out name tags at the beginning of Mass and being present at the after-Mass social to greet new member families.

## **b. SNCP Volunteer Recognition**

Discussion deferred until the September Pastoral Council meeting. Michele Konrad, Jeanne Bitkers and Mary Jo Bugembe have agreed to meet to brainstorm some preliminary ideas.

## **7. New Business**

### **a. Fr. Nick's Installation Mass and Celebration (Mary Petrie)**

The Installation Mass of Fr. Nick as Pastor will take place on September 14<sup>th</sup> at the 10:30 Mass at Holy Name with Bishop Jeffrey Haines presiding. Fr. Nick and Fr. Dennis will concelebrate. The Mass will be bilingual with a worship aid available. There will be no 12:15 Mass at St. Clement on that day.

The actual installation will take place after the Homily when the Bishop presents Fr. Nick as pastor. The following will be called to the front of church: SNCP staff members, Finance Council, Pastoral Council and Trustees. The goal is to remind the congregation that many hands are needed to work with the pastor to build a successful parish.

The celebration will continue with cake at the Fall Fest at St. Dominic.

### **b. SNCP Annual Meeting, September 25, 6:00 p.m.**

The Annual Meeting will take place just prior to the September Pastoral Council meeting. It is anticipated the meeting will take approximately 20 minutes with 10-15 minutes for questions.

#### **i. Sign-up Genius for light snacks**

Donna Karr to create.

### **c. Upcoming Parish Events**

- i.** Rediscover the Mystery and Meaning of Mass with Fr. Nick, September 7. The session will be recorded and available online.
- ii.** Fall Fest at SD, September 14.
- iii.** HNJ Trivia Night, October 11. 5:30-9:00 pm. Modeled after a similar event at Blessed Trinity. Tickets are \$20 for a lasagna dinner and trivia or \$15 for trivia only. Six individuals per team. Cash prizes for 1<sup>st</sup> and 2<sup>nd</sup> place teams. 50/50 Raffle plus prizes for best table decorations/costumes.
- iv.** **Pilgrimage to St. Joan of Arc Chapel and Cathedral of St. John the Evangelist, October 17.** Details can be found in the *Bulletin*.

**Closing Prayer:** Dan Duessing

Respectfully submitted,  
Mary Jo Bugembe  
SNCP Pastoral Council Secretary  
August 29, 2025

**Next Meeting:**

**Thursday, September 25, 2025, immediately following SNCP Annual Meeting, St. Clement Dominican Hall**

**Committee Reports** – Due by the 15<sup>th</sup> of the month. Email to Mary Jo Bugembe, Council Secretary at [mjbugembe@gmail.com](mailto:mjbugembe@gmail.com)