

St. Andrew/St. Mary/St. Theresa

Pastoral Council Monthly Minutes

June 27, 2023 at St. Andrew's

Opening Prayer: Father Joe

Attendance: Randy Clark, Jeff Bauer, Terry Bauer, Nancy Bogenschneider, Cindy Bowe, Neil Burns, Michele Burns, Katie Feucht, Mary Jo Myers, Tracy Nadolski, Nathan Waas, Joan Wiese, Tami Vodak, , Pat Priest, and Father Dominic.

Guests: Lynn Steger, Daniel Hoffman, Kim Cinnamon, and Kevin Knoll.

Excused new candidates: Karen Bodden and Rick Steger.

Review/Approval: The May Pastoral Council minutes. A motion to approve was made by Cindy Bowe, and seconded by Terry Bauer. The group approved.

Open Forum: New Council member candidates are present at this meeting, and discernment will take place. Council members finishing their terms include: Terry Bauer, Cindy Bowe, Neil Burns, Mary Jo Myers and Pat Priest. Introductions were made.

Committee Updates:

St. Mary's Advisory School Commission- Per Katie Feucht, this committee does not meet in the summer. However, she reported that the Rummage sale at the school was a huge success and collected over \$3,000 per Mary Jauck. All open positions have been filled, including the daycare position.

Christian Formation/Education: Per Joan Wiese:

Nicole Glogovsky, our new DRE reports she's been meeting regularly with Fr. Joe, discussing events for the upcoming school year. She believes several new families will join our Christian Formation classes this year. Nicole has been working with the Archdiocese on getting assistance with Spanish-speaking families and their transition to our classes.

Registration is going well, closes June 25...without additional fees. Nicole believes she has a few people who may be willing to teach. She also said that she is still working on a class schedule, including events.

Nicole says she is waiting on an office and office furniture. Once she is settled, she will post office hours.

Spiritual Life & Worship- Per Father Dominic, he reminded us that the Outdoor mass will be 7/23. Planning is going on for St. Mary's Feast Day celebration which will be 12/3/23. Bishop Jeff Haines is confirmed to be present. After Labor Day, the three churches will begin distributing communion wine once again.

Human Concerns- Per Mary Jo Myers, this committee did not meet in June, however, they are still trying to recruit more members.

Stewardship- Per Neil Burns, he reminded us that this committee has no members. Time and talent is needed for this committee, and their purpose is to raise awareness. They used to gather ideas and have events to get parishioners involved, and to raise some money. In the past, they organized some Comedy shows in spring and fall. In the past also, committees had some sign-up tables at the annual outdoor mass to recruit new members.

Scholarship- Tracy Nadolski reported that they changed a few things for Father's approval. This year only \$600 was donated for this fund, but the plan is to still have 3 candidates each be awarded \$500. (One from each parish) The rest of the money will be taken from the general fund. Because of an estate donation, the hope is to give \$1,000 scholarships next year.

Generations of Life- Per Joan Wiese:

Patti gave a report of the June 7th event. 38 people were in attendance for BINGO and social time in Leroy. A \$20.00 donation was received. BINGO went great! We had extra gifts, which can be used at a later date. Name tags were well received and it is planned that we will continue using name tags at future events.

Fundraising ideas were discussed.

Chris brought information on Kim's Tours for review. Our group could join a tour that is already established by Kim's Tours, or possibly work with Kim to set up our own event.

St. Mary School building is busy – so the next event will be July 10th – at The Meeting Place in Mayville, 1:30 pm to 3:30 pm. This event will offer a 50's, 60's, 70's music trivia game along with a meal and social time. All attendees are

responsible for the cost of their own meal. Joan will create the flyer for the bulletin and update the website information.

July 23rd is the Church Mass/Picnic/Potluck. Joan will place an ad in the church bulletin offering rides in personal vehicles as well as updating the church website.

The August events were also planned. August 2nd – BINGO and POKENO with social time at St. Theresa from 4-6 pm. We will serve a sandwich plate lunch to help raise funds for the group.

The second event of August will be the Dodge County Fair (16th through 20th). Patti will inquire if there is a “Senior Day”, costs, etc. Both August event plans will be finalized at our July meeting.

September events were discussed. BINGO at St. Andrew and possibly a Kim’s Tour Event. (The goal is to have two events per month.)

Emergency Response –TBD- to be discussed in “New Business”

Finance Councils (Includes Buildings & Grounds)

St. Mary’s – Per Mary Jo Myers:

1. YTD May financials show the Parish to be in the black by almost \$37K after adjustments for the market increases and the Polzen Trust. This should have been offset by the concrete repair and security projects, but they will slide into the new fiscal year. The balance sheet remains in good shape. Stewardship is down over \$28K year over year. Rick will write up a proxy for Father Joe to get the \$51K from the Faith in our Future Campaign to pay for parking lot repairs (\$12,600), church and school security (\$17,000) and the various concrete repairs (\$17,000)

2. Projects that remain to be completed include the following:

a. Church bathroom upgrades are completed except for installing baby changing table.

b. Lighting for Church statues – Jeff. Will be a winter project.

3. Cleaning and updates to rectory offices – Rick will investigate adding small water heater to both buildings. On hold.

4. Mary Jo recommended that at a minimum, the office bathroom be repaired and painted. (On hold pending consolidation decision) Dave and Rick

5. Projects that will need to be considered in the future include

a. Refinishing or replacing church pews. Quote from Gunder to replace \$96K, refurbish \$66K or refurbish pews/replace kneelers \$78K. Included in capital campaign. Andy highly recommended that we keep the Church open if we go ahead with the project

b. Repairing concrete cracks around the school and church. Work started on June 15th with completion week of June 19th .

c. Repair/replace office roof due to wind damage. Jeff replaced shingles, but noted roof was in poor shape. Two quotes with Skyline at \$13,800. Will put on hold pending facility expansion direction.

d. New chair and table for Fr. Joe in Church – Jeff looking into refurbishing

e. Repair of parking lots in 2023 – Father Joe approved low bid of \$12,600 from Applied Sealing in Iron Ridge.

f. Water leakage around school foundation (monitor)– This is being addressed with concrete repair project.

g. Keyless entry for school entrances – Mary and Jeff recommending upgrades to two main doors and gym door at this time. Father Joe approved Atlas quote for \$17,000 for both school and church.

h. Father Joe would like to have a handicap ramp added to the Rectory – Jeff (on hold)

6. Deb Helmbrecht has volunteered to submit paperwork to the gaming commission. Only 16 surveys were turned in. Only one person volunteered to be a supervisor and 8 to be workers. The Finance Committee members recommended that we drop bingo based on the results.

7. Mary did comment on this at the October meeting. She would like to offer classes through 6th grade and find space for daycare. Three rooms to split up infants, toddlers and preschoolers in about 2500 to 3000 SF of space. Religious education, administrative and parish center needs also should be considered, along with traffic flow. Excel Engineering will be asked to provide some high level conceptual options. Four options were presented. Some refinements were made with a follow up meeting the week of June 19th . Should then review with larger committee and work with Andy from Archdiocese on feasibility study.

8. Mary Jo would like to see a take and return library book station placed in Church, and Father Joe would like to have a security fence in the hallway when the gym is being used during school hours by outside groups (i.e. funeral lunch).

9. It was approved to have a St. Vincent de Paul drop box located in the upper Church parking lot. Father Joe would like to have more discussion on Church security during masses. (locking doors, security cameras, etc.) Jeff getting quotes for options on Church front doors.

10. New business – Eric volunteered to be a signee for the bingo savings account at MSB. Dave took a picture of loose flashing on the rectory flat roof. Rick will review with Jeff.

Proposed Agenda:

1. Approve June minutes
2. Review financials
3. Review status of open projects
4. Facility planning for school/daycare/religious education/admin/parish center
5. Discuss interim facility plans for office staff
6. New business

(It was noted that Excel Engineering has been working on the school renovation project. They have given design options. The goal is to have up to 6th grade someday, daycare, preschool, offices, etc. all to be in one building. This will be a gradual process, with no interruptions to the school year.)

St. Andrew's- Per Terry Bauer:

- Financial information – The financial statements through 5/31/2023 were reviewed.
 - o Gas & electric – The five meters being billed on three invoices through Alliant are:
 - Electric – church (budget plan)
 - Gas – church & rectory (line from rectory connects to the church) Electric – rectory
 - Gas & Electric – hall. We discussed the gas & electric costs for the hall since they appear to be too high for the amount of usage. Update: Sure Fire serviced the hall & rectory on 6/16 and adjusted the hall settings so we should see a decrease on the future bills.
 - o Budget approved and a summary will be posted on the bulletin board in church for interested parishioners.
- Capital campaign is called “Love One Another” and will be started in late summer.

Pending or completed items since last meeting:

1. Pending - Judy B suggested we look into tiling the wall in the kitchen by the coffee pots and also the wall under the serving counter for easier cleanup. As a less costly option, we have decided to paint it with washable paint.
2. Pending – In Spring, Greg H will caulk the parish hall gutter that is currently leaking and causing ice.
3. Completed: The carpet was cleaned on Thursday, June 8th at a cost of \$1,475.

4. Pending – Mike from Bat Specialists sent a quote of \$8,000 which includes the lift cost. The cost in 2010 was \$7,000. The committee approved the contract. Update: He will do the work on June 29th and 30th .

5. Pending - Snow removal for next year. This will be a paid position at \$25/hour that covers the sidewalks (church, rectory, and hall) and the area in front of the rectory garage. The interested party is no longer available so we need to keep looking.

6. Pending - Greg K will take care of moving the large chest freezer from the rectory basement to the garage. The small freezer in the hall will be moved to the garage for Fr. Joe to use.

7. Completed: Holton Bros repaired the brick on the church at the contract amount of \$5,715.

8. Pending - Greg H contacted Great Lakes Roofing regarding our dissatisfaction with the blacktop repair job and was told they are satisfied with the work. Debbie will give Greg H the contact information for the other individual (Sternat) that we dealt with.

9. Pending - Terry received an estimate of approximately \$15,000 for replacing the sound system in church. There should not be any damage to the pillars. Terry will check on whether we can replace the earpiece sooner. Update: preliminary work is scheduled for Monday, June 26th .

10. Pending - Debbie and Greg K will do some landscaping around the Sacred Heart statue so the lawn mowers do not hit the spotlight.

11. Pending - The wall in the East vestibule is showing some bubbling. Debbie reached out to MSI and is waiting a call back.

New Business:

1. JoAnn Collien requested to put her portable library on church property. We decided against it due to the liability of having it on church property. i.e. upkeep & monitoring of the books (since they would be on church property, the content would need to be appropriate)

2. Athletic Club would like to put a sign on church property indicating where the ball diamonds are located. We are looking for other options for them as it represents the same liability as the portable library. We are ultimately responsible for anything on church property. Tracy will check at the next town meeting if there was somewhere else to place the sign. Update: Alliant will not allow a sign on the telephone pole.

3. The angels & grotto in the cemetery need to be cleaned. Roseann will check on a method that can be used without damaging them.

Five Year Plan: (to be submitted to the Archdiocese by April 5th with cost estimates)

We determined some rough estimates for the work that needs to be completed but need clarification on what items can be submitted for the upcoming Archdiocese Capital Campaign.

1. Concrete work - front, East side , sidewalk on the south side of the church, steps from both the priest's sacristy and the server's side, look at ramp, concrete slab at the back - \$70,000 a. We made this a 2024 project. Greg H will contact some vendors so we can have estimates this year and get scheduled for 2024.

2. Rectory updates – flooring, furniture, window coverings, plumbing - \$15,000

3. Electrical updates in church - \$100,000

4. Ramp repairs - \$30,000

5. Church & parish hall signage

6. St. Mary school support

Upcoming Projects:

✓ Spring project: Cornerstone – Greg H will work with Don Hilgendorf.

✓ Painting in parish hall.

St. Theresa's- Per Cindy Bowe, there were no updates except that the pads for their AED were recalled, and the company , Phillips, is sending replacements. (Not sure if the other two churches have this same AED....they may have ones from other companies.) Cindy is in charge of ordering batteries and pads for St. Theresa's. Each church should have an assigned person for this task.

Old Business:

1. Update on Parish Directory. Per Tami Vodak, the first draft on the directory has been completed. Usually the second proof is electronic, but because of the multiple corrections that were needed, it will be paper form. The next meeting is in July, and perhaps the directory will be ready for distribution the end of August or early September. Tami was very grateful for help from Nancy Bogenschneider and Tracy Nadolski.

2. Pastoral Council and Trustee Nominations:

a. St. Mary's needs one trustee. Both Kim Cinnamon and Kevin Knoll attended the meeting, and told the council about themselves and their interest in joining the council.

b. St. Andrew's needs one trustee, and Daniel Hoffman attended the meeting and also shared info about himself, and what he could add to the council.

c. St. Theresa's needs one trustee, and two council members. Lynn Steger attended, and she also told us about herself, and her interest in contributing. Karen Bodden

and Rick Steger are both interested in being trustees, and sent information about themselves. They were unable to attend.

- d. All candidates stepped outside, and the council discerned that all would be good candidates for these open positions. In the cases where there are two candidates for each trustee position at St. Mary's and St. Theresa's, Father Dominic will meet with them. If they can decide amongst themselves which will be trustee, and able to fulfill the responsibilities of that position, then the other will be offered a position either as a regular council member at St. Theresa's, or asked to participate by fulfilling some of the obligations on the committees that need lead people. If they both still choose to be a trustee, then the parish will vote for the trustee of their choice.
- e. It was explained that trustees automatically become members of the Finance, Building and Grounds committee, which meets the second Tuesday evening of the month. The trustees must be available to sign checks for the parish also. In very rare circumstances, they may be involved if there is some litigation within a parish.
- f. As far as office positions, Father preferred that be decided tonight. Randy agreed to continue as Chairman, the assumption is John Schuller will continue as Vice Chair, and a new secretary is needed to replace Pat Priest. Lynn Steger kindly volunteered to take that position.

New Business:

1. Father Dominic reminded us that each parish should have an "Emergency Response Plan". Unfortunately, in today's world, he stated this is necessary. Jeff Bauer contacted someone at Dodge County, and there are resources available from an Emergency Management Group. Tami Vodak mentioned that Dodge County representatives come to schools to provide "Table Top" presentations. There was a committee in 2017 that wrote up a procedure and the information is printed in binders at each church. This was also when CPR training was offered to interested parties, and AED's were installed in each church. Unfortunately, there have been no refreshers since that time. It is agreed that there should be annual refreshers for all possible emergencies. A new committee will be needed to implement this plan, and a Committee Leader needed.
2. Father also discussed the "Family Fun Night" scheduled for October 14, 2023. This is not planned to be a fundraiser, but a fun "Trivia" night for parishioners of all ages from all three parishes. There will be food, prizes, and it can be educational. Dr. Joe Haack has already agreed to be the Team Lead, and Matthew Schellinger also wants to be involved. He also knows some younger people who are interested.
3. Father also informed us that on 8/12 and 8/13 there will be a "Mission to Mission Group" at all masses. He also mentioned the Pallotines have a desperate need in Zambia for a bus to transport students from an orphanage to school 25 miles away. Numerous

ideas were generated on how to collect for this project. (One idea was to have a 50/50 raffle at the “Family Fun Night”.)

4. Father informed the council that he will be gone on a trip home from August 3rd to September 2nd. He has arranged for his replacement.

Announcements: None.

Prayer Assignment for Next Meeting: Nancy Bogenschneider

Adjournment- Closing Prayer: Father Dominic

Next regularly scheduled meeting: September 26, 2023-St. Mary’s Gym at 6PM.

Minutes respectfully submitted by Pat Priest, mpriest@live.com.