



**St. Andrew Parish Council Meeting Minutes**  
**Tuesday, September 5, 2017**  
**6:30 pm**

**PRESENT:** Father Joe Corel, Pastor, Council Members: Nancy Crocker, Duane Evers, David Hall, Bert Heil, Jake Jacquin, Keith Kempker, Earl Pabst, Roberta Schulte, Mary Ann Stegeman, Chuck VanLoo, Philip Verslues

**EXCUSED:** Larry Winkelman

**CALL TO ORDER:** Meeting was called to order by David Hall, Parish Council President.

**OPENING PRAYER:** Fr. Corel offered the opening prayer.

**APPROVAL OF MINUTES:** PC Members reviewed the minutes of the July 11, 2017 Parish Council Meeting. President Hall called for a motion for approval of these minutes. Motion made by Earl Pabst, seconded by Bert Heil. Motion was unanimously approved. Fr. Corel accepted.

**COMMISSION REPORTS:**

**Worship/Education:**

Minutes from the August 16<sup>th</sup> meeting were distributed and reviewed. It was noted there are 42 parishioners registered for the bible study program and 2 candidates signed up for RCIA. Father will begin working on draft guidelines/procedures for visiting priests who preside over weddings or funerals at St. Andrew's.

**Social Concerns:**

There has been no Social Concerns meeting since the last parish council meeting. It was noted that the school supplies collected were distributed to local schools.

**Administration:**

Minutes from the August 16<sup>th</sup> meeting were distributed and reviewed.

- Veit Hall bathrooms are complete. Father Joe reviewed items on the punch list that still need to be completed, including a missing screen on the ceiling mounted heater, resealing of vanity tops to wall, filling in holes around pipes under the sinks, adjusting water flow in urinals, fixing paint run in handicapped stall in the men's restroom, painting copper water line in the men's restroom and cover corner of wall in the women's restroom.
- Installation of the new exterior doors is complete.
- Discussion followed on water leaking in to the kitchen and if the gutters can be contributing to this issue. These issues need to be addressed before the kitchen is remodeled. Father Joe added that he will ask a committee to develop a 'wish list' for the kitchen remodel.
- A quote of \$1,770.46 was received for replacing all lights in all buildings on the property with energy efficient lighting (minus the T8 tube lights which were recently replaced). This includes the rectory, gym, Knights building and fry house.

**Old Business:**

**Fall Festival Update:**

Bert Heil discussed a request for volunteers to Chair the kitchen next year as this is the last year for Patti S. and Debbie B. He also reported that volunteer cashiers have stepped forward, the outdoor stage has been repaired, and a cleaning day will be scheduled in advance of the Fall Festival to clean the kitchen and all dishes. Bert will speak at this weekend's masses about the letter, work list and raffle tickets. He also suggested we look into purchasing a meat slicer for the kitchen.

**New Business:**

**Cemetery Enhancement Fund Update:**

Earl Pabst reported on the cemetery enhancement campaign that ends at the end of this year; total cost of this project is \$48,000; as of the end of July, \$37,000 has been collected. It was suggested that an announcement/update be offered at Masses during October. This will also be discussed further at the November parish council meeting.

**Musicians Workshop:**

Father discussed a proposal to host a musicians workshop and concert led by David Haas, on Saturday, December 9<sup>th</sup>. The concert will be open to the public. There is a cost of \$3,000 for travel/hotel fees. Earl Pabst made a motion to approve the payment of \$3,000 for travel/hotel fees. Philip Verslues seconded. Motion was unanimously approved. Fr. Corel accepted.

**Parish Council Elections:**

Four (4) current members' terms will be ending at the end of this year:

- Keith Kempker
- Roberta Schulte
- Philip Verslues
- Larry Winkelman

These four will serve as the nomination committee and develop a slate of 8 nominees. Keith and Philip agreed to run for re-election. Elections will be held in early December.

**MEETING ADJOURNED** at 7:55 pm

**NEXT MEETING:** Tuesday, November 14, 2017, 6:30 pm.

Respectfully Submitted by:

Mary Ann Stegeman  
Parish Council Secretary

## **Worship & Education Commission Meeting**

### **October 26, 2017**

Attendance: Fr. Joe, Belinda Heimericks, Nancy Crocker, Bert Heil, Mary Ann Stegeman, Earl Pabst

### **Worship:**

#### **Music Ministry**

- The parish is bringing David Haas to St. Andrew's to host a music ministry workshop and concert on December 9<sup>th</sup>. The workshop will be from 9:00 a.m. to 1 p.m. followed by a 7:00 p.m. concert. The workshop is open to the music ministers in all parishes in the diocese. There will be a \$10 fee for lunch for the workshop. The concert is open to all.
- Belinda reported that music ministry is going very well.
  - o We now have a young adult choir which right now is Eric Winkelman, Aaron Hartman, Alyssa Hartman, and Emily Winkelman.
  - o We also have a men's choir.
  - o Belinda discussed the service music. Rather than the Commission choosing the mass setting, the music ministers together will decide the consistent mass setting for each liturgical season.
- Bert asked if we still need the Glory & Praise hymnals. Belinda will discuss with the music ministers.

#### **Ministry of Hospitality**

- Deacon Ed Stroesser is considering recommending greeters in the parking lot before weekend Masses. This is based on a book entitled "Rebuilt."
- Issue tabled until Deacon Ed can attend the commission meeting.

#### **Guidelines for wedding party and priests officiating**

- Fr. Joe is working on guidelines which should be drafted by the next commission meeting. The guidelines may include a deposit to be refunded if the meeting rooms are cleaned.

#### **Guidelines for funerals and priests officiating**

- Fr. Joe is working on guidelines which should be drafted by the next commission meeting.
- The guidelines will help visiting priests presiding over funerals and music ministers.

### **November Book of the Dead and upcoming Masses**

- The parish will again have a Book of the Dead during the month of November
- The Masses for October 31<sup>st</sup>, November 1<sup>st</sup> and November 2<sup>nd</sup> will all be at 6:30 p.m. with a Rosary to follow the November 2<sup>nd</sup> Mass.
- On November 12<sup>th</sup>, there will be a 4:00 a.m. Mass for hunters.
- Fr. Joe is considering setting a consistent Mass schedule (e.g., 6:30 p.m.) for all holidays of obligation.

### **Education:**

- Most of the issues on the agenda are self-explanatory and were not discussed. Please refer to the agenda.

### **Other Worship/Education Issues Discussed:**

- Fr. Joe mentioned that he thinks there should be youth represented on all commissions. More discussion to follow.
- Bert asked about replacing some of the covers on the Heritage Missals that are torn. Belinda will discuss with Deanna Haslag and Wendy Winkelman to find out where the covers were purchased.
- Because Christmas and New Year's will be on Monday, the mass schedules were discussed.

The next Worship/Education Commission meeting will be on February 10, 2018 at 6:00 p.m.

Meeting adjourned.

**Talking Points for Diocesan Pastoral Council  
for October 28, 2017 meeting  
Response from St. Andrew's Parish, Holts Summit, MO**

1. What is the perception of Catholic schools in your deanery area? Are they effective, not effective, etc.?

**Response:** The perception of Catholic schools in our deanery is very positive and it is shared within the deanery. As an example, children from St. Andrew's parish attend St. Peter's Interparish School.

2. Are there concerns or needs for the parishes/schools in your deanery for which you believe the Catholic School Office could provide support or assistance?

**Response:** Yes. The Catholic School Office should develop a uniform policy on how much parishes sending children to another Catholic School should pay to encourage consistency, for example, St. Andrew's children attending St. Peter's Interparish School.

3. How might we encourage all Catholics to better support this investment in the future of our Church?

**Response:**

- Better or increased "marketing" of Catholic Schools. Catholic School week celebrates our Catholic Schools but that is only one time a year. Provide the parishes with more ways to promote Catholic Schools.
- Assisting in hiring teacher fares
- Parents with children attending a Catholic School need to engage more fully in their faith.

ADMINISTRATION COMMITTEE MEETING  
September 5, 2017

Present: Fr. Joe Corel, Larry Hartman, Connie Schepers, Steve McMichael, Jake Jacquin, Keith Kempker, Chuck VanLoo and guest, Tim Hronick.

The meeting opened with a prayer led by Fr. Joe.

**Video Screen in Gathering Space:**

Tim Hronick spoke of the possibility of placing two television screens in the gathering space that would scroll information for parishioners to view. It would be a scrolling marquee that would give information on upcoming events, meetings or pictures of events that have taken place. The screens could be smart TV's that run apps or slide shows. One option is a product called Lenox. Another option is a device called minox. The cost is \$179. It sticks on the back of the television and runs off Wi-Fi. The slideshows can be through google and can be updated from home or the office computer. He suggested the screen be a minimum of 50", maybe 60". They would need to purchase a wall mount. Someone asked how long it would take to cycle through the events and he replied it would be less than a minute. The cost will probably be approximately \$240 (including the device and the wall mount) plus the cost of the television. This project will be discussed at the Worship and Education Commission before going to the Parish Council. It was decided that the recommendation is to purchase only one television at first.

**Lighting Update:**

Steve McMichael reported on the lighting update. He talked with Mark and he does not think we need to replace the T-8s. Replacing them would not make a difference in the cost at this point. They will work up another bid. There will be a rebate that will be deducted from the cost of the work.

**Upholstery of Chairs and Pews:**

Jake Jacquin stated that Cole County Upholstery would be at the church next week to give us a bid on reupholstering the damaged chairs and pews.

**Kitchen Remodeling:**

We need to make sure there are no leaks from the brown room before work would begin on the kitchen. If there is really a leak and not just condensation above the ceiling, we may need to look at putting in a French drain. There was also discussion of replacing the gutters on Veit Hall. Larry Hartman will ask Denny Crocker and Bill Crull to look at the gutters to see if we need a change. Keith Kempker will check to find people in the surrounding area who designs kitchens. Keith also reminded those present that we need to keep in mind the need of a water softener at the time of remodeling.

The meeting concluded with a prayer.

The next meeting will be December 7 at 5:30 p.m. (before Mass).



# Total Cost including installation

## Peoria Contract Services

*our business starts with the customer*

1501 Grandvalley Dr.  
Jefferson City, MO 65101  
Phone (314) 805-4779 Fax (314) 657-9753

DATE:8/22/17

Quotation #: QOF20171AGPC  
Customer ID: SACC

**Quotation For:**

St. Andrews Catholic Church  
400 St. Andrews Ln  
Holts Summit, MO 65043

**Quotation valid until: 10/1/2017**

Prepared by: JH

**Comments or Special Instructions:**



SALESPERSON	F.O.B.	TERMS
EH	St. Andrews	50% due with PO / balance due upon project completion

QUANTITY	DESCRIPTION	UNIT PRICE	TAXABLE	AMOUNT
12	100W LED HID (400W replacements)	\$ 156.00		\$ 1,872.00
102	A19 LED	\$ 3.24		\$ 330.48
13	BR30 LED	\$ 3.74		\$ 48.62
2	PAR30 LED	\$ 6.75		\$ 13.50
14	PAR38 LED	\$ 6.84		\$ 95.76
16	MR16 LED	\$ 7.25		\$ 116.00
1	Remove existing lights, retrofit fluorescent fixtures and install new LED lighting	\$ 575.00		\$ 575.00
	Man Lift Rental	\$ 300.00		\$ 300.00
	Ameren Rebate	\$ 2,546.00		\$ (2,546.00)

SUBTOTAL	\$ 805.36
TAX	Included
SHIPPING	Included
<b>TOTAL</b>	<b>\$ 805.36</b>

If you have any questions please contact Joe Heckenkamp:

(314) 805-4779 joeh@peoriacontractservices.com

please visit us at: [www.peoriacontractservices.com](http://www.peoriacontractservices.com)

**THANK YOU FOR THE OPPORTUNITY!**