

Church of St. Paul, Comfrey
Administrative Council Meeting Minutes
Thursday, August 16, 2018 – 6:30 pm

Present: Msgr. Eugene Lozinski, Fr. Andy Michels, Andrew Dieter, James Rathman, Margaret Hopwood, Dale McMullen, Matt Eischen, Linda Kelly, Connie Kelly, Judy Augustin -Trustee, Denice Evers-Trustee. **Committee members:** Richard Callanan, James Schwab, Marianne Schotzko, Doug Callanan, Nellie Richter-Secretary. **Missing:** Darrell Platz. **Guests:** Darcy Lensing and Doug Steffl

'Happy Birthday' was sung to Msgr. for his recent birthday.

Liturgy of the Hours Evening Prayer was begun at 6:31 pm and led by Msgr.

Meeting was called to order by Chairman Rathman at 6:43 pm.

Reorganization of Officers – Motion made by Evers, seconded by McMullen, to keep all the officers the same. Carried. (Chairman – James Rathman, Vice-Chairman – Dale McMullen, Secretary – Margaret Hopwood. Nellie will take minutes but if unable to attend, then Margaret will.)

Council Meeting Minutes: Meeting Minutes from June 20 and July 5 (Joint Meeting with Japanese Martyrs and then separate meeting that followed) were presented in all packets. Motion by Eischen to approve all, seconded by Hopwood. Carried.

June Financials were presented. Evers went over the Balance Sheet and Income Statement from June, 2018, which is also the end of the Fiscal Year. Regarding Assets, SouthPoint is paying a better interest rate on a 15-month Certificate for 2.15%. The Certificate that matured on August 4, 2018 was put into this term rather than 12 months. Motion to accept Financials made by McMullen, seconded by Eischen. Carried.

Building & Maintenance: Schotzko reported that the landscaping is being worked on. Boulevard grass has been planted and is coming along. Rocks are placed around School Memorial area, church building, etc.

Darcy Lensing and Doug Steffl came to talk to Council about concerns on the amount of water/rain coming off the west end of church into the rocks and then continuing to flow across the alley and into their property, causing water problems in their home and has washed away some of their landscaping over the last years. Eischen asked what they would like the church to do? Steffl would like the church to put in gutters that run along the building and alley (west side) to the north and let it run into the storm sewer. The property owners and the church share that alley. Steffl said that the City states that no one can run water onto another's property.

R. Callanan said that years ago a letter was sent to them inviting them to a meeting. They stated that they never received letter, therefore, they did not attend meeting. Callanan checked with Boone (City Maintenance) and he gave an estimated cost of \$8-10,000 for trenching to be dug north to street. Neither party is interested in sharing that expense. Chairman Rathman interjected that there are natural waterways, but we also need to be good neighbors. Steffl felt a simple solution would be to run black pipe (dug in) along alley (north – on church side) to the street. Could do before landscaping is completed. Matt Eischen proposed to them to come up with a legitimate proposal/cost as to what

they feel would fix the problem and with the City agreeing to that fix, the church will then look at proposal. That was agreeable and they left meeting.

Eischen reported on the back garage progress: the new garage door is in, insulation mostly done and electricity is almost completed. He feels that 3 weeks should have it finished. R. Callanan said that the garden shed has been placed and is work in progress. Schotzko mentioned that the sink in the candle room will be a wash-tub type with a high spout faucet to accommodate tall vases, etc. Sink and faucet will be from Menard's and Lamberton Plmbg & Htg will charge \$300-350 to install. Motion by Eischen to purchase and get completed, seconded by L. Kelly. Carried.

D. Callanan reported that the Cemetery Board approved (at their last meeting in April) to purchase a fire-proof safe for cemetery records and would like to possibly do a cost-sharing with the parish for the safe. Next cemetery meeting will be Thursday, August 23rd at 7:00 p.m.

Religious Education – Msgr. said that he met with the Religious Ed directors recently. Leavenworth and St. Paul will use the program similar to last year's. Teachers are still needed for some classes, however.

Liturgy – Augustin asked why we are expected to sing the same songs in all the AFC parishes (song lists are sent out from Sean Connolly). Would like to mix it up with songs that the parish/choir knows. Msgr. wants all the music in AFC to be the same for unity. Some lyrics in certain songs being used are not appropriate. L. Kelly asked why are they in the hymnals then if they are not appropriate? These songs will be changed or deleted in future hymnals. (St. Paul's does not have the same music/missalettes like St. Mary's, but this will change when Advent starts. The new ones will be for the whole year.) Sean Connolly will have an AFC meeting with the music directors soon. R. Callanan reported that he feels that our choir plays an important part of what/how a person feels in church. Augustin asked why the parish doesn't have a say in what is sung? Willing to learn new songs, but should be able to keep songs we know as well.

CCW: Schotzko reported that the Executive Board met in July and Handbook changes were made, meetings set, programs, visiting, funeral circles updated – will keep with 4 circles. A meal is offered for wake services if the family wants it. September 6th will be next meeting, starting with 7:00 p.m. Mass with Msgr. Will change the booklet to an easier format for typing and printing.

AFC: Denice Evers and Carol Watkins have both retired from the AFC. New reps are Richard Callanan and James Schwab. Meeting has not been set yet for September.

New Business: R. Callanan reported on the window coverings that are needed on the stained glass windows on west side of addition. (Windows were originally in the cry room, but when removed to accommodate the elevator, the outside coverings were also removed.) Suggested to Callanan to contact Nosbush Glass from New Ulm. Motion made by Eischen, seconded by L. Kelly to look into cost and get this project done. Carried.

Snow removal for 2018-19: R. Callanan will check with Jason Peterson if interested in doing snow removal, otherwise Redman's would be willing to do. Insurance requirements received from the contractors for cemetery/lawn mowing and snow removal; Church of St. Paul has to be listed as an additional insured on their policies.

What is considered a Sub-Committee and what can and can't they do? Evers explained what was meant by this statement. As an example, does the cemetery board need Administrative Council 's approval to purchase trees or fix stones in the cemetery. Can Church Dinner Committee purchase items they need without Council approval? Msgr. will table this and think more about these questions.

Rathman brought up that our Administrative Council guidelines in the past have been to meet monthly. Msgr. stated that the Cemetery should set a Budget prior to the fiscal year and spend accordingly. Parishes cannot spend \$10,000 or more without Diocese approval nor enter into any contract without Diocesan approval. The water problem for church and its neighbors needs to be dealt with as it has been ongoing for years. The church has a responsibility to be considerate of our neighbors and needs to extend in finding a solution. Church building is much larger than a house.

Evers asked who decides on where investments should be made when one comes due, etc.? Msgr. said it is Canon Law to have the Pastor make that decision. He also feels that money could be put into better investments, such as Christian Brothers (not an annuity) which is conservative (could be in stock market) and safe, but 4-5% interest rate over the 2% we are getting now. They usually deal with Dioceses and larger parishes, not small ones, so wouldn't expect a rep to travel here to discuss. He did mention that Morgan has a lot of their money invested with David Milbrath in Springfield and they do well. Milbrath could come out and discuss his investments and come up with a plan. R. Callanan said that we recently invested money in Edward Jones (certificates) for better interest rates.

Motion by Hopwood to adjourn meeting, seconded by L. Kelly. Carried

Meeting adjourned at 7:45 p.m.

Evening ended with prayer.

Next Administrative Meeting was set for Thursday, September 13th at 6:30 p.m.

Submitted, but not approved - 9/04/2018
Nellie Richter, Acting Secretary