

Church of St. Paul – Comfrey, MN  
Administrative Council Meeting Minutes  
Thursday, January 21, 2021 at 6:30 p.m. (via Zoom)

Members present: Fr. Steffl, Fr. Sam, Dan Davis, Matt Grausam, James Rathman, Matt Eischen, Dale McMullen, Connie Kelly, Marianne Schotzko, Judy Augustin, Denice Evers, Darrell Platz, Nellie Richter - Secretary

Zoom Meeting called to order by Matt Eischen at 6:36 p.m. Fr. Steffl led group in prayer.

No additions/corrections to Agenda. M/S/C Schotzko, McMullen to approve Agenda.

No additions/corrections to Administrative Council Meeting Minutes from 11/19/20. M/S/C Evers, Schotzko to approve minutes as read.

Financials for November & December, 2020: Questions asked about Priest Living, Room & Board, Food Supplies, etc. – was originally budgeted for 2 priests, but we now have 3 priests, so running higher. Adult Collection is better than last year at this time, in comparison, and is ahead of budget. We also have met our DMA goal already. Grausam said that \$250K was sent to Milbrath Investment, but he has not been able to get access to electronic statements yet. St. Mary's monthly bill that we pay includes costs for 3 priests and benefits, Room & Board, Director of Religious Education and Business Office. The Peschges bill for roof replacement was paid and finances are going well amidst the pandemic. M/S/C Schotzko, Rathman to approve financials as presented.

Old Business: Are the number of people attending Tuesday evening mass sufficient to continue? Fr. Steffl said that Stations of the Cross will be scheduled after Tuesday evening masses during Lent, so can re-evaluate after Easter. Also scheduled Stations, Confessions and Holy Hour every other Friday evening in Lent. Hoping the later time will work for people that can't attend during the day.

All CD's have now been cashed in and put into SouthPoint Money Market Savings account, with \$250K taken out and deposited with Milbrath Investment. Fr. Steffl said the Rectory doors will be re-keyed when Josh Sellner gets a chance to come over. Still looking at getting cameras installed at church entrances and in the body of church. Eischen mentioned that Sleepy Eye Electric installed some for him. Fr. Steffl will check with them.

Tabled Maintenance Person from previous meeting: Fr. Steffl said employees have to be paid hourly. With our budget in deficit, would Dick Callanan consider volunteering his time? Eischen said that Callanan kept track of his time in December and those hours came to about \$216.00 if paid at \$15.00/hour. Would like someone to look for items that need attention, such as loose choir railing (section needs to be welded; Fr. Steffl will look at it as he may have someone who can fix it). Augustin also not opposed to having someone available to find and fix things, such as changing light bulbs or issues with entry heaters. Eischen said we need to keep watch of our budget, so maybe Church only (around \$100/month)? May need to visit this issue in a few months. Augustin stated volunteers just aren't stepping forward anymore. Eischen said Dick said that he was originally offered \$15/hour when first hired, but accepted \$12 due to his wife, Pat, working for same wage. Evers felt there would be an unfair disparity between maintenance and secretary wages. Rathman said we should wait and table until next meeting. Grausam said Budget (for 2021-2022) will be done in next month.

Eischen checked the humidity level in the church kitchen and it is running at 30 percent, so no need to run a dehumidifier. Furnace filters were taken care of in December.

**New Business:** Fr. Steffl purchased a Lock Box for installation in Rectory entry way for people to drop off envelopes and monetary items in a more secure manner.

**Religious Education** by Dan Davis: Program is running smooth. There was a decline in attendance in December but could be COVID related. Natalie Goblirsch has volunteered to teach Grades 5/6. Ash Wednesday – will have students attend mass instead of classes. Confirmation Retreat scheduled for December 13<sup>th</sup> was postponed – trying to get ideas on how to provide the retreat – most likely in virtual format. Confirmation Mass time has been changed to 2:00 p.m. on March 14<sup>th</sup> at St. Mary's in Sleepy Eye. This will help with social distancing and allow more family members of the candidates to attend if they want. Had Baptism for 4<sup>th</sup> grader on January 13<sup>th</sup> at St. Paul's. First Reconciliation will be Sunday, January 24<sup>th</sup> at 2:00 p.m. at St. Mary's for AFC.

Calendar Raffle Tickets are slowly coming in. It is another needed fundraiser for our parish.

Schotzko gave CCW Report: A total of 61 meals, consisting of chicken, potatoes, dressing, salad and dessert, were made on December 5<sup>th</sup> and delivered by 6 ladies. Next CCW meeting will be February 4<sup>th</sup> in person. No Deanery 1 Meeting to host as it was held via Zoom. Gifts were given to shut-in's.

**Liturgy Report** by Augustin: Providing music on a 'small scale' for masses and funerals in the choir loft and it is working okay for now. Liturgical Environment by Schotzko: Decorated Tuesday evening before Christmas due to bad weather forecasted the next day – all has been taken down except for the manger. Attendance at both of our Christmas masses was disappointing. February 17<sup>th</sup> is Ash Wednesday, so will be preparing to decorate for Lent. Fr. Steffl complimented the committee on their decorating of the church.

Eischen mentioned that for the last funeral we had, they had to move snow in the cemetery. He is wondering if Sturm Funeral Home charges the family for this when someone else is doing this service free of charge? Richter will check with Jennifer Asmus – Sturm – on this. Fr. Steffl gave update from Catholic Mutual Insurance – Still unable to have funeral luncheons or parish breakfasts/meals in Church Social Room due to COVID.

Fr. Steffl said that our Fall Church Dinner Drive-Thru was a model for Morgan and St. Mary's Church Dinners coming up. Fr. Sam mentioned Morgan's Dinner coming up on January 31<sup>st</sup>. Catholic Schools Week Collection will also be on January 31<sup>st</sup>.

Need to put a notice in the Bulletin for needing Church Dinner Chairpersons as we do not have any right now – McMullen said his parents may help again this year.

Jim Rathman thanked Matt Eischen for running the meeting tonight.

Next meeting was scheduled for Thursday, March 18<sup>th</sup> at 6:30 p.m. M/S/C Schotzko, McMullen to adjourn meeting at 7:35 p.m.

Fr. Steffl gave closing prayer.

Submitted,  
Nellie Richter - Secretary