

**Church of St. Paul – Comfrey
Administrative Council Meeting Minutes
Thursday, February 17, 2022 at 6:30 p.m. – Church basement**

Members present: Fr. Steffl, Fr. Sam Perez, Dan Davis, Jim Rathman, Matthew Eischen, Connie Kelly, Darrell Platz, Denice Evers, Judy Augustin, Nellie Richter – Secretary

Members absent: Marianne Schotzko, Dale McMullen, Matt Grausam

Guest: Richard Callanan

Meeting began at 6:30 p.m. with Fr. Steffl leading the group in prayer.

No additions to Agenda. M/S/C Evers, Platz to approve as presented.

Richard Callanan attended to report on Cemetery. He commended Matt and Kurt Eischen for their large snow clean-up for Skip Berberich's funeral, with Doug and himself doing the smaller work of shoveling by stones, etc. Because of the snowdrifts on the back part of road, had to make a path between rows in order to get to Skip's lot. Callanan asked why there were no cemetery envelopes in the packet of envelopes received in December for 1st Quarter of 2022. Evers explained that there will be an envelope in next mailing, as one is for around Memorial Day and then one later around All Soul's Day. This has been what we have had in our envelope boxes for years. Fr. Steffl said he plans to have a 2nd Collection for the Cemetery around Memorial Day as well. Platz mentioned a concern of large equipment driving over flat stones when removing snow – even when as careful as possible, could chip or crack stones.

Fr. Steffl said Grausam unable to attend tonight, but read Grausam's notes that our Adult support and Sunday collections are going well. Parishioners are keeping up with the budget increase that was needed to match the parish's expenses and avoid a deficit. Also mentioned that the Employee Retention Tax Credit, as part of COVID stimulus through the federal government, was completed by CliftonLarsonAllen and, although it cost \$1,890 to calculate, we should get \$9,584 returned to the parish, but could take up to a year.

M/S/C Evers, Augustin to approve the December 9, 2021 Meeting Minutes as presented.

Sleepy Eye Electric is hoping to get to our camera project very soon. Jon Vogel should be contacted again regarding getting a new quote on NW entrance repair. Rathman mentioned that the rectory basement could use a dehumidifier by spring. Fr. Steffl said could look into one now and if there is a drain to run it directly into. Rathman also mentioned that an electrical outlet is needed in the church basement small store room so a dehumidifier could be put in that room.

For the church painting of walls and repair, should contact Jon Vogel for a separate quote. Will also need another quote from at least one other company for comparison.

The DMA Project is for an outside sign and maintenance. The old sign's glass was kept, but no bricks. Fr. Steffl suggested Sid's Signs – St. Mary's has a sign from them and when there is a change, Sid's repaints the sign. To build back what we had (masonry and glass) is costly. Rathman said to possibly put it against an outside wall of church. Doesn't feel the old sign's glass is aesthetic. Evers will stop at Sid's Signs in New Ulm soon and talk with owner on this.

Marge Prokosch is filling in as Janitor while Diane Radtke is on vacation. Only one person came forward to ask about changing the Tuesday evening Mass back to a morning one. It was originally started so working people could attend a weekday Mass. Fr. would be willing to change but should keep through Lent for sure.

Safe for Sacristy by Fr. Steffl: Each parish purchased one – need to have bolted to the floor in the Sacristy. Possibly put in the bell system closet so it is not visible. Eischen, McMullen and Rathman to look at and install.

Religious Education Report by Dan Davis: Attendance has been good except for December 15th when we had severe weather. Students to attend Ash Wednesday Mass instead of class. Confirmation will be Sunday, March 13th at 2:00 p.m. at St. Mary's, with practice on Saturday. First Reconciliation was on January 23rd. First Communion will be on

Sunday, May 1st at 10:30. Davis reported that tomorrow would be his last day as DRE for our AFC as he accepted a job with SouthPoint. Fr. Steffl will take over until a new DRE is in place. Thank you, Dan, for all you've done for our program!

CCW Report by Schotzko (read by Evers): No meeting scheduled for January, and February meeting was canceled due to weather/illnesses. March 3rd is next meeting, with Chalk Couture by Joan Windschitl as our activity. Environment Report by Schotzko (read by Evers): Christmas decorations taken down in January with help of committee members and volunteers. Arlene Helget is working on removing stains from nicer white altar cloths. She also sent Valentine cards to some of our parishioners as part of her Service Commission duties. Lent starts March 2nd, so church environment will reflect this somber season.

Liturgy Report: Augustin reported that no new choir members joined. Fr. Steffl mentioned that Ash Wednesday Mass will be at 7:00 p.m., Good Friday Service at 5:30 p.m. and Easter Vigil at 8:00 p.m. We will not have an Easter morning Mass here. Starting in Lent, every Friday will rotate between Leavenworth and St. Paul's for 7:00 p.m. Holy Hour/Stations and Confessions. March 23rd we will offer Confessions to students (during class time) and anyone else. Will do Stations prior to classes on another Wednesday. (NOTE: Confession date changed to March 30th)

The double glass doors have large gaps between them. Rathman did add 3/8" rubber weather stripping to doors, but the pieces keep falling off due to the cold. Checked with door company, but no solution. Also, when windy out, the handicap doors by the elevator open on their own, letting a lot of cold air inside. Suggested the doors get locked when windy out with a note on them as to why.

The 2 electric wall heaters in basement: Evers said money was given to church after her dad's death that paid for these, so heaters are approximately 44 years old. They are noisy; maybe need something more energy efficient? These get left on occasionally along with the temperature in the church getting turned up but then never set back, etc. Eischen said new hanging heaters are just as loud as these are, and to place notes to turn off after done. He will check out the smart thermostat for the church. The heaters by the main doors: Augustin said she switched one on, the fan turned on, smelled hot and then shut off. Eischen will check these out as well.

Outside faucet (south west side of church) is still leaking. Lamberton was called on this a while ago. Need to call them again.

Fr. Steffl said for our next meeting we will have a budget to look at.

Next meeting was set for Thursday, April 28th at 6:30 p.m.

M/S/C Evers, Eischen to adjourn meeting. Meeting adjourned at 7:30 p.m.

Fr. Sam led group in closing prayer.

Respectfully submitted,
Nellie Richter