

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

Members present: Fr. Mark Steffl, Fr. Tanner Thooft, Samuel Rosemeier, James Rathman, Matt Eischen, Darrell Platz, Dale McMullen, Marianne Schotzko, Connie Kelly, Judy Augustin
Nellie Richter – Secretary

Guest: Richard Callanan

Members absent: Denice Evers, Matt Grausam, Fr. Sam Perez

Fr. Steffl opened the meeting at 6:31 p.m. and led the group in prayer.

Cemetery Report by Richard Callanan: Cemetery Meeting was held on May 17, 2022. The small bushes that were around cemetery sign were removed by Brian Callanan and solar lights were installed so sign is lit at night (pics of before and after were passed around). Brian continues to mow, trim and fix things that need attention. Trees around the statue – Brian decided it was too big of a project, so not submitting a bid. Carr Tree Service bid for removal of trees, stumps and rocks, and fill with black dirt is for \$550.00. Redwood Falls Nursery bid \$1,200.00 to do the same, but also gave ideas on what to replace trees with at a later date. Statue will need to be cleaned with a power washer and Doug Callanan will then check if any repairs are needed.

Burials in wintertime – Fr. Steffl mentioned that Minnesota State Law says that if a family demands burial in winter, regardless of amount of snow cover in cemetery, etc., the family would be liable for snow removal expenses to get to the burial site. Callanan talked about a cemetery meeting that was held at end of April in the Cities but is now available to watch online. He feels it is very informative and suggested that others watch it (approx. 2 hours) and that we need to make some changes, such as when people do work in the cemetery (like Borth) that a cemetery board member needs to be present to check on why and what they are doing there. An example – another engraver did a date on a stone and they damaged it.

Richard talked about the directory that is being looked at for out at the cemetery and the importance of including rules and requirements inside so people adhere to them. Fr. Steffl recommended having Sid's Signs do a sign out at the cemetery with that info on it.

Agenda additions: Comfrey Days Parade float and Sacristan back-up person. Review of Administrative Council Meeting Minutes from April 28, 2022 were presented. M/S/C Schotzko, Augustin to approve as printed.

April-May Financials were reviewed. Letter from Fr. Steffl was mailed out in early June, along with each parishioner's up-to-date yearly contributions given so far, to ask everyone to consider stepping up their contributions so that our Fiscal Year (ending June 30th) won't end "in the red." Although our contributions aren't quite where our budget is, he is pleased with the progress made from last year. M/S/C Eischen, Platz to approve financials as presented.

North Entrance to be repaired and painted – waiting for Jon Vogel to get us on his schedule. He has not come over yet to give us a quote on painting the interior of the church.

Rectory – downspout extensions and outside basement doors. Eischen feels extensions can be left off for now. Rathman and Stan Schotzko will work on the basement doors. Rathman said that the dehumidifier in the storage room across from elevator in basement never seems to shut off and in the elevator storage room, the humidity level is 60-70%.

Church Sign – it was decided that Schotzko and Evers will get together and work on wording of sign along with shape, color of wording, etc. Rather than putting Parish Office hours on the church sign, Fr. suggested a separate sign for the Parish Center. M/S/C Eischen, McMullen to approve the Church sign and decisions with sign will be made by Schotzko and Evers.

Richard Callanan said that in the last meeting minutes that the dusk-to-dawn lights are only by the main entrance and elevator entrance. The lights above the 3 single doors are switch-operated only. These are to be looked at by Sleepy Eye Electric when they come and give a quote on changing the light in the north entrance.

Radon test done in the Rectory basement showed level is below what is recommended. Retest every 1-2 years.

Schotzko mentioned the glass cases in church basement and getting a lock for them. Will just switch out the trophies from that case (has a lock but not sure where key is) with the church keepsakes case.

Callanan responded to a remark from Schotzko that was in April meeting minutes regarding the Carillon Bells not working. Although the system is fine, the problem is with programming. Bells and speakers are okay. The original company doesn't want to deal with system due to not selling or servicing them anymore. Complicated instructions. Fr. Steffl said that other church's bell systems are okay but with ours being hit by lightning years ago, they may be dying a slow death. Rathman asked if a good computer programmer could fix? If this system is obsolete, could we get another system but use existing bells and speakers? Fr. Steffl will check with person in Sleepy Eye on this.

Religious Education by Samuel Rosemeier: Do we want to try another year on our own? With the small number of students and combined classes, it is becoming harder for teachers to teach the necessary materials. All teachers would come back but Linda Schwab would like a younger grade to teach. Recommend that the Confirmation students either attend classes at Springfield or St. Mary's. Would have approximately 15 students for 2022-23. Eischen feels that the teachers and parents should be able to give their opinion on this. Fr. Steffl will put out a letter to the parents to ask for their feedback. Schotzko added that the Confirmation students may like being with a larger class.

CCW Report by Schotzko: Had 6 Seniors graduate this year and gave them each a monetary gift. Food Training in New Ulm was attended by Leah Eischen and Nellie Richter. St. Martha's Circle helped serve Alphonse Mathiowetz's funeral luncheon that was catered by Marie Gervais. Planning to have Masses prior to September 1st and May 4th CCW meetings for this upcoming year. Leah will be putting together a letter to ask the CCW ladies to sign up for a work group rather than having Circles in the future. Did Root Beer floats for Fr. Zach's farewell and want to do a welcome for Fr. Tanner.

Environment Report by Schotzko: Plexiglass was put on altar top to protect cloth from candle soot. Flowers are being put in cooler in basement to extend their life. Used candles have been boxed up and Fr. Steffl will pick up on Friday and will eventually be taken to the Sisters in Ghent.

Church Dinner – Gambling permit was applied for – October 23 is date.

Fr. Steffl mentioned new program – Flock Note – that will be used for AFC parishes to contact Religious Ed students/parents of classes along with the capability of other things like reminders to altar servers, CCW meetings, Mass cancellations, etc. Fr. Steffl would be willing to send out another letter to parishioners to ask for help in making up the budget deficit. Valley Fair Server Trip was June 29th and went well. Sean Connolly's (music) last day was today and Rebecca Visser will be moving to Sleepy Eye from Cities at the end of July.

The Ecumenical Vacation Bible School planned at New Hope Church in August – is Council okay in donating \$200 again to this program as in past years? M/S/C Eischen, McMullen to approve donating \$200 to New Hope Church.

Next meeting will be Thursday, August 18, 2022 at 6:30 p.m.

Fr. Steffl led group in closing prayer. Meeting adjourned at 7:52 p.m.

Respectfully submitted,
Nellie Richter