

**Minutes of the  
St. Wendelin's Parish Council Meeting  
February 27, 2020, 7:30 pm  
Mary of the Immaculate Conception**

**Members Present:** Tracy Dombrowski, Keith Koltes, Paul Koshiol, Char Volkmuth, Dan Greenwald, Fr. Ron Weyrens

**Members Absent:** Joe Watrin, Kathy Watrin, (excused)

**Guest Present:** Todd Hurrle, Jeanne Lommel, Julie Kieke

***I. Opening Prayer***

Char Volkmuth led the opening prayer to begin the meeting.

***II. Approval of Agenda***

Motion was made to approve submitted agenda. Motion was seconded and passed.

***III. Approval of Minutes***

Motion was made to approve the revised minutes of the November 21, 2019 meeting. Motion was seconded and passed.

***IV. Standing Committee Reports***

**A. School**

Tracy reported on the issues with the larger preschool size and potential need for a second room or an aid. Lynn Rassmussen is looking into the licensing for this need. The Montessori style teaching is going well and well received by parents.

**B. Finances**

Char presented the summary reports dated December 31, 2019 noting being ahead of budget year-to-date. Jeanne followed regarding information on the Endowment Fund and its growth recovery in 2019. Motion was made to approve the submitted reports. Motion was seconded and passed.

**C. Faith Formation**

Fr. Ron reported that the Faith Formation Program is going well. The Confirmation retreat is on Saturday with approximately 14 students. First Communion in April 2<sup>nd</sup>.

**D. Diocesan Planning -ACC**

Fr. Ron and Tracy reported that the planning is continuing. Fr. Ron suggested we may need about \$9000 in the fall budget for our portion of a Faith Formation Director for all five parishes. Fr. Ron doesn't expect much of a Mass schedule change with some adjustments for special Masses and holidays. There will be a vote in March for the new name of the cluster with the unveiling of the name to occur during a special gathering on April 16<sup>th</sup>.

**E. Missalettes**

Char reminded the Committee that during a prior meeting a decision was made to cancel the missalettes and just use the Breaking of the Bread books. A new shipment of missalettes was recently received. Father to follow up with the office to see if future orders are cancelled.

***V. Old Business***

**A. Maintenance**

- i. Added Lighting for pole by Mary Hall: Keith reported the lighting is here just needing to get installed
- ii. Snow Shoveling: Paul reported that Rich Fisher has been hired to shovel the entries and walkways, paid hourly rate. Snow removal cost so far less than last year to date due to less snow.
- iii. Church Entry fan: Keith working with Kevin Kieke to install power in the entry for the fan. This is to

- prevent future frost build-up
- iv. Mary Hall windows draft: The maintenance committee will caulk around the windows this spring
  - v. Part-time janitor proposal: Paul proposed the idea to have a janitor, a main point of contact for overall maintenance and issues that come up: someone in charge of the keys, change furnace filters, sewer issues, freezer issues, etc. He suggests a monthly stipend for this position. Paul to discuss with the maintenance committee, create a list of duties/job description and seek a candidate for this role.

### **B. Digital Sign**

Todd reported the progress on the digital sign. The estimated cost is \$45,000. The advantages of the signage include the ability for many local groups and committees to promote events and activities of the parish.

Goals on where the funds will come from: 25% from parishioners, 25% matching grant - \$10,000, 25% business, 25% other organizations. Todd reported that there is \$18,000 pledged already. Todd will begin advertising in the bulletin, back of church and through Lynn at school to encourage parishioner support to maximize the \$10,000 matching grant. Pledge cards will be in the back of church to promote the matching grant.

The target date for this sign is this spring 2020, before the Bazaar.

### **C. Blinds for Mary Hall**

Keith presented Kathy's findings for blind options for the Mary Hall windows. The manual option for the six windows projected cost is \$294+tax and the motorized is \$1038+tax. Discussion held around the issues with batteries and remote control for the motorized option. Committee approved to purchase the manual option. Kathy to choose color and order.

### **D. Removal of Confessional**

The Committee held a discussion around the pros and cons of keeping or removing the confessional.

Discussion was held around the needs for flooring, wall enhancement, painting, cabinetry with costs for the project up to \$5000. Motion made to table the decision for a future meeting (6 months) due to parish cluster changes and budget purposes.

## ***VI. New Business***

### **A. Mary Hall Cleaning**

Julie Kieke reported on the cleaning of Mary Hall. The Vanderwerfs school cleaning is going well, but they are not being compensated for extra cleaning needing to be done after the use of Mary Hall for events.

Todd suggested the funds come from the school budget to elevate the payments coming from 2 different entities. The proposal is to add \$50/month for the extra cleaning needed. Continued discussion around increasing the rental cost for Mary Hall to offset this cost. The current rental fee is \$50 up to 200 people. The Committee suggested Julie propose a graduated scale rental cost to address the fact that when larger groups rent they use more facilities, water, etc. An example would be \$50 for less than 75 people, \$75 for 75-100, 100 for over 100 people. Julie will present the new rental costs for a vote at the next meeting.

### **B. Fire Suppression System for the Kitchen**

Paul and Keith updated the Committee on the process and checking of the suppression tank. It will continue to be checked every 6 months, with an overall pressure test and probable replacement to occur in 2 years. If any issues before the 2 years, the tank may need to be replaced. Todd has the projected cost of \$1000 in the 2022 budget.

### **C. Election**

Dan and Keith both up for election. They can elect to run a 2<sup>nd</sup> term. Char to make announcement in bulletin for the voting to take place during the weekends of May 3<sup>rd</sup> and May 10<sup>th</sup>.

### **D. Concrete behind kitchen**

Keith updated the Committee about the issue of the concrete behind the school that has heaved and cracked by the back kitchen door. The Building Fund could support the project with the estimated cost of \$1200. The Committee approved to allow the maintenance committee to proceed with recommend repairs.

***VII. Next Meeting***

The next meeting will be held on May 21<sup>st</sup>, 2020.

***VIII. Adjournment***

Motion was made to adjourn the meeting at 8:40 pm. Motion was seconded and passed

***IX. Closing Prayer***

Fr. Ron closed the meeting praying with the members.

Respectfully submitted,

Gina Bartell

Substitute for the Recording Secretary