

**St. John Paul II Parish  
Transition Planning Meeting  
3/16/19  
Annex – 9:00 a.m.**

Attendance: Fr. Bill Burks, Timothy Buckley, Donna Michael, Anne Bainbridge, Jay Comstock, Sharon Hibbs, Ron Hohmann, Elaine Hulsman, Drew Osting, John Ridenour, Patti Vance, Tom Wargel, Laurie Warren

Absent: Bob Goens

Opening: Donna Michael asked Fr. Bill to say an opening prayer.

Prayer: Fr. Bill thanked our merciful, loving God for the continued progress toward one unified worship space, and asked that the decisions made are clearly stated to our people and for us to know the direction we are taking.

Objective: How do we to handle each subcommittee's projects and decisions for approval?

Discussion: Donna Michael addressed that the Transition Team has only the best intentions with transparency and that the oversight of the minutes being posted on the parish website has been corrected.

Anne Bainbridge said that she has 2 bids for stained glass, but she is waiting on the 3<sup>rd</sup> bid to be submitted. Her subcommittee is facing a few challenges with getting a third bid on stained glass. She also asked for the team's recommendation on names of people she could contact about the cabinets that need to be made for under the statues in the alcoves. Tom Wargel will provide her with another painter's name, and Sharon Hibbs will provide a name of a potential cabinet builder that came into the church a few years ago through the RCIA process. Anne stated that her subcommittee would like to make a donation to Scouts for them helping to move statues etc. The scouts can be a useful source of man power during the move and at the same time help the scouts secure needed funds.

Fr. Bill reminded everyone to create a separate budget for their subcommittee and that Mary Ann Wheatley understands amounts are being estimated at this point. Donna Michael reiterated that it will help to list costs in the budget, i.e. dumpster at \$425/day for x amount of days, stained glass window making/installation \$x.xx/window, etc. Then, if we need to spend money, it will have been allocated appropriately ahead of time. She asked everyone to make an itemized list and try to put a dollar amount on it as best they can.

New Business: Overview of each subcommittee's meeting reports:

- Unified Worship Space: Anne Bainbridge
  - Stained glass is at a standstill – waiting on the third vendor; has two vendors already but no quotes yet
  - Stained glass will reflect the features of both campuses. Unification must present a "new church" influence
  - Door on reconciliation room is too thin for stained glass; may make this door opaque with etching (Laurie Warren suggested low lighting from inside could highlight the etching so that at night people could see it from the road and possibly a small prayer garden could be placed right outside the door. Discussion about both can follow at a much later date.)
  - Subcommittee will not meet again until April
  - Donna Michael suggested that Transition Team members help with the Holy Saturday move
  - Tom Wargel said that he and Tom Michael, along with members from both campuses' buildings and grounds teams will assist with taking down the Risen Christ on Hikes. By bringing both teams together it will begin better communication in the mutual move as well as giving Hikee campus parishioners more involvement in the closing of the church. It is a way for the unification of the two parishes to symbolically show respect to those that are facing the difficulty of closing Hike Ln.
  - Fr. Bill said on Holy Thursday night, he would like the icons of St. Barnabas and St. Pius X from the Hikes chapel to be removed, and that they could be placed on either side of the reliquiam at

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Goldsmith. The sacred holy oils, sacramentary and lectionary will all be removed as part of closing this sacred space. The picture of St. John Paul II can be removed at anytime. Marsha Kareken and Anne Bainbridge had previously talked about the St. John Paul II picture being put in place where the small Risen Christ is currently at Goldsmith, but it would need better framing. Anne will take this to the subcommittee and ask whether this is something they want to address now or wait until later. Tom Wargel said the wall behind the Risen Christ has metal anchors inside it that may show once the Risen Christ comes down. A suggestion was made that perhaps we could double the frame size with matting to make it large enough to hide any wall issues

- Jay Comstock said Harlan, a videographer with Video Wizard, will be taping the last liturgy on Holy Thursday. He asked that Anne or someone make a list of all the important pieces, i.e. statues, pictures, etc. and get with Harlan ahead of Holy Thursday to point these out. Harlan can take stills before Mass that he can incorporate into the video later. Elaine Hulsman has offered to assist
- Jay said Rick Knoop will play the organ for the Holy Thursday Liturgy
- Jay plans to move the piano from Hikes early on Monday, April 15<sup>th</sup>
- Anne said several subcommittee members were concerned where the small Risen Christ will be stored. Several referred to the liturgical guide that states there cannot be more than one in the sanctuary. Fr. Bill said that while we cannot have 2 Risen Christ statues in the sanctuary, leaving it there for now is not a problem, we are in a transition state and not making this permanent. The subcommittee can decide whether to remove the small Risen Christ and replace it with the St. John Paul II picture when it's more convenient for them
- Tom Michael will be working on cleaning and refreshing the wood of the large Risen Christ before putting it in place on Holy Saturday
- Fr. Bill reminded everyone that RCIA needs to work out their time in the church on Holy Saturday to make sure everything gets accomplished. Tom Wargel said he's already working out the details and everything will go smoothly, timing-wise
- Jay Comstock will work ahead of time to remove the piano from the platform in church on Goldsmith
  
- Update Current Space at Goldsmith: Tom Wargel
  - No update at this time
  
- Inventory: Bob Goens (Laurie Warren presented in Bob's absence)
  - Art and Environment committees will need to inventory their spaces, just like the office staff is taking care of the parish office (can be done at a later date)
  - Laurie Warren said she will contact the dumpster company to inquire what is allowed to be discarded through regular weekly pick ups since there are restrictions on items that will be picked up. Bob can provide a budget if a dumpster rental might be necessary
  
- Ministries: Drew Osting
  - No update at this time
  - Elaine Hulsman asked if the Transition Team needed to help with moving Religious Education or RCIA. Fr. Bill and Jay Comstock reassured everyone that Religious Education is pretty mobile (with materials stored in small storage crates) and students keep their books with them so they should be able to handle getting everything over to Goldsmith. RCIA can continue to meet on Hikes after Easter
  - Drew Osting said that ministries and organizations grew because we had available space. His committee may need to prioritize the 60+ groups at some point. Fr. Bill said that the new pastor will decide along with Parish Council and office staff what's essential, and that we will have great ministries over upcoming years
  
- Office Move: Elaine Hulsman

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- No update at this time
- New Construction: Jay Comstock
  - Jay Comstock said that they will need to know what all the new building will house before creating the design of the building, and will need to know what ministries are the most critical. Fr Bill stated the new building needs to accommodate groups to the best possibility – religious formation instruction can meet in sacred space, but a group like yoga or Parkinson’s would not
  - Jay asked if some ministries could possibly move to another day/time to afford more space for lower-tiered ministries and that his group will work with other groups to find a happy medium
  - Jay also stated that from Easter, to the new pastor being announced, to his arrival, allows the new pastor to give his imprint on moving forward and making recommendations. The more we know and the more we understand and have cohesion, will make for more transparency and input of others
  - Jay said his committee will continue to meet, discuss, develop the plan, and then adjust and budget accordingly
  - Jay stated that they are all working together and will work with Drew Osting regarding ministries

Closing: Tim Buckley asked if anyone would have anything to present to Parish Council this month. Tom Wargel replied that his submission must be based on the structural engineer’s report. That meeting has not occurred so it won’t be ready before Parish Council meets. He will pass along the information as received and Tim can get it to Parish Council members via email.

Donna Michael wanted everyone to understand that decisions made by the Transition Team are not final. We make a decision and then elevate it to Parish Council. Small things like moving items do not warrant going through Parish Council; however, bigger ticket items that require action must go through Parish Council and anything requiring money goes through Finance. Under \$5000 will be reported as a courtesy and anything over \$20000 requires 3 bids and must be presented to archdiocese. She again stated that the choice of the subcommittee may not be the most appropriate choice for unification; therefore, the reason for oversight by the Transition Team for presentation to parish council. All subcommittees should be prepared to show bids to Parish Council. The responsibility of each subcommittee is to streamline labor, then the Transition Team fine tunes it, and Parish Council approves it. Again, we have more transparency by more people seeing it. Fr. Bill stated that with the subcommittees’ preparation process and the Transition Team reviewing requests with Fr. Bill and Tim Buckley, we have visibility on choices, reasoning, and expenses.

Donna asked if any subcommittees might need help from other subcommittees that are not currently meeting. Drew Osting said he will always accept help.

Next Meeting: Saturday, April 6, 2019, following meeting, April 13, 2019, then the move on Holy Saturday (anything in between meeting dates should be emailed to the entire Transition Team)

Meeting Adjourned: 10:35 a.m.