

St. John Paul II Parish
Transition Planning Meeting
3/2/19
Annex – 9:00 a.m.

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

Absent: Sharon Hibbs, Elaine Hulsman

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

Prayer: Fr. Bill thanked God for the progress thus far, based solely upon his wisdom and strength and asked God to guide us for the greater good of our people.

Reminder: Donna Michael cautioned everyone to be considerate of other subcommittees' tasks and to not preempt other subcommittees. She asked that everyone be respectful of each other. She also reminded everyone that all decisions should be brought to the Transition Team for approval and then those decisions will be presented to Parish Council. Donna let everyone know that Dr. Karen Shadle will meet with representatives, Anne Bainbridge and Marsha Kareken from Worship Committee, and Donna Michael on Monday night to give input on liturgical design. The issue of moving The Risen Christ was addressed. In past occasions it has been taken down by one person, Jerry Burke, without difficulty. Tom Wargel and Tom Michael will be meeting immediately following this meeting to make plans for removing it when the time comes.

Objective: Develop Transition Plan for Archdiocese to be presented by March 6 (Fr. Bill will be presenting it to Dr. Bryan Reynolds and Bob Ash on Monday, March 4, 2019).

Discussion:

- Subcommittee reports were presented and Tom Wargel said his contained an updated budget based on decisions from last week's meeting.
- Jay Comstock will amend the New Construction subcommittee minutes from 2.26.19 and resend to members.
- Bob Goens asked, "Is the Transition Team responsible for the physical move of ministries?" The general consensus was that if ministries can move themselves, they should. And, ministries that need assistance will be provided assistance, but should be on hand during the actual time of the move. Fr. Bill reminded members that several parishioners have stated they will help when needed. We just need to get volunteers when ready. Laurie Warren suggested that folks box up contents from cabinets and do not try to move storage cabinets with contents still inside. Bob Goens suggested that some items belonging to individuals may need to be temporarily stored at their homes. Anne Bainbridge suggested that ministries will need to request space through the Transition Team first, and then the parish office at the appropriate time. Fr. Bill said a master schedule will need to be created through the parish office.
- Donna Michael asked Bob if his team is purging as they go. He responded that they could be marking what can be thrown away as they go and then rent one dumpster when finished at each campus to throw out everything at one time. He would encourage ministries to do the same. Laurie Warren suggested earmarking items that could be repurposed. Jay Comstock suggested using the "green dot/red dot" method – as they take inventory, place a green dot on any item that can/will be tossed and a red dot on any item that needs to stay.
- Anne Bainbridge asked Bob if he had any ideas about when he will set out trophies, cups, card tables, etc. for parishioners to take. Suggestions were made about putting them in a "flea market" area at the picnic, however, Drew Osting said the picnic layout for this year is already in place and there wouldn't be enough room to put out everything. He suggested if at the picnic, only putting out nostalgic items. Bob Goens referred to a past yard sale out front on the Hikes Campus and said this could also be a possibility.
- Tim Buckley let everyone know that Parish Council approved the needed repairs at Goldsmith Lane. Donna Michael suggested that the \$72,000 total be included in the letter to the Archdiocese.
- Tim stated that Parish Council would like 3 bids for the architect and asked that he be presented with the packets to present to Parish Council, and after PC's approval, he would then submit them to the Archdiocese, but this was only a suggestion from the Council. No actual vote was taken. Fr. Bill said that Parish Council understands the point of security in getting 3 bids to protect the parish's best interest in fiscal matters. After

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discussion, the Transition Team decided to move forward with asking the Archdiocese to approve Gil Stein as the architect for the new building without securing other bids, based on his previous knowledge, hard to get other architect's bids—others were overpriced/not interested, and Gil gave the lowest bid. We are still aiming for spring 2019 to begin the process of new construction.

- The Transition Team reaffirmed that the Architect's work on new construction is all inclusive and would include the 4-car garage. The garage will need to be built prior to the new building since storage space is desperately needed for the move.

Old Business: Subcommittee Timelines (finalized here to be submitted with a letter to Archbishop Kurtz):

Ministries: Completion--after spring 2020

- Last St. John Paul II group to vacate Hikes Campus
- Smaller ministries can be moved as needed

Office Move: After completion of new building--summer 2020

- Begin three months out from end-date of new building completion
- Create a contingency plan in the event Hikes property sells prior to completion of new building

Inventory: Completion--August 1, 2019

- Begin on Hikes Lane and plan to be finished by May 3, 2019
- Follow with Goldsmith Lane, outer building structures, then school (once out for summer) and plan to be finished by July 30, 2019
- Removal of unnecessary items on both campuses as moves take place

Update Current Space at Goldsmith: Completion--September 2019

- Rectory (plan for next pastor to live there)
 - #1 – stabilizing wall: the center bearing wall and main beam support. Minor previous repair has temporarily stabilized it for now
 - #2 & 3 – Estimated cost for repairing cracks/doors and painting (Will need to hire professionals because of limited time)
 - #4 replace and update smoke detectors and fire extinguishers
 - #5 – Block wall between rectory/garage will need to be repaired at some point, but not right now
 - #6 – HVAC system will need to be replaced, but not until it stops working has lifespan of 3- 5yr
 - #7 – HCP Accessibility at this time need does not require
 - #8 – Kitchen Update - Last remodel was 1995
 - #9 – Bathrooms (make handicap accessible)
 - new higher toilets, rails in showers, taller sinks/vanities in each
 - Carpeting needs to be replaced (last update was 1995 and did not include all carpet)
 - Requested budget \$55,000
- Church
 - Passes Fire Code for Churches/Exempt as a religious organization
 - Exit signs are at doors
 - Fire extinguishers are in place
 - Sprinkler system in mechanical room
 - Alarms do not sound at this time – could look into this when school does their update (school system experiences volume issues in some places and needs a visual aid for hearing impaired people)
 - Flat Roof Church/School Rectory Side repairs (Needs to be done now)
 - Flat Roof Narthex and Gable East End (cost for both should be referred to Buildings and Grounds to be added to their “to-do” list. Strike \$6,000 from the costs for Narthex and \$4,500 from the costs for Gable.)

St. John Paul II Parish
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- Requested budget \$15,000
- Community Center
 - Resealing all roof penetrations can be moved to Buildings & Grounds to be completed after July 1, 2019. Requested budget \$2,000.
 - Upgrade fire alarm system (move to a later date)
 - Heat sensors work; door handles work
 - General alarm is not tied into fire department
 - Suppression system is tied into fire department
 - Under stage and kitchen are tied into suppression system

Unified Worship Space: End of Liturgies on Hikes--Holy Thursday; Completion--Advent 2019*

- By Easter:
 - Have the Risen Christ from Hikes Lane installed on the side wall
 - Have the piano from Hikes Lane in place
 - Move the statues of Mary and St. Joseph to alcoves on either side of the entryway (stands from Hikes Lane will be used to support them until cabinets are built)
 - Move sacred oil vessels from Hikes Lane to Goldsmith Lane ambry
 - Hikes Lane song number boards installed in Goldsmith church
- In June/July 2019:
 - Replace carpet with wood flooring in sanctuary
 - Make handicap accessible - Add ramp to ambo
- By Advent:
 - Stained glass installed in entryway to reconciliation room
 - Walls behind altar painted

*Addendum:

Dr. Karen Shadle will visit both campuses to assist with keeping balance and respecting each former parish's histories as well as moving forward with a contemporary worship site and chapel. As part of this move, we will provide to our parishioners an explanation of statuary, the thin stain glass and new flooring in the unified worship space. Dr. Shadle's assistance will also provide Archdiocesan guidance and support.

New Construction: Summer 2020

- 4-Bay Garage for Storage
 - Priority and will be built ahead of new building
 - Will use same construction architect to design garage as being used for new building
- New Building
 - Recommend to use Gil Stein as architect because of familiarity of campuses
 - Will seek bids for a building contractor

New Business: Develop an approximate draft of cost/budget for each subcommittee for presentation and approval from Finance Committee (postponed until 3.9.19 meeting)

Closing: Donna Michael thanked everyone for their commitment and asked members to come prepared next week to develop an approximate draft of cost/budget for each subcommittee for presentation and approval from the Finance Committee. The team will also develop oversight and "help out" sessions for each subcommittee.

Next Meeting: Saturday, March 9, 2019

Meeting Adjourned: 10:25 a.m.