

St. John Paul II Parish
Transition Planning Meeting
4/27/19
Annex – 9:00 a.m.

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

Absent: Anne Bainbridge, Drew Osting

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

Prayer: Fr. Bill thanked our gracious, loving God for the wonderful Holy Week celebrations and asked Him to keep us focused on the tasks that lay before us, to help keep us with a sense of unity and one parish family.

Objective: Continue building the report from the Transition Team to Parish Council on our recommendations.

Old Business: Donna Michael mentioned that she will be contacting Yvonne Riggs to prepare a bulletin announcement about plaques and Glory Book hymnals that families may wish to have if a family member donated the item for the Hikes church. She will work with a small group to remove the plaques and inventory, and alphabetize Glory Books by name of donor. She will work with Darlene Hoard regarding the list of who has keys to the Hikes Lane Campus to ensure those with keys actually need access to buildings. Anyone on the list no longer needing access will be asked to return them to the parish office. Sharon Hibbs name was misspelled on the last minutes, which will be amended to reflect the correct spelling.

Subcommittee's meeting reports:

- Ministries: Drew Osting (absent, Donna Michael presented)
 - Drew Osting provided information that he is in the process of developing a Google calendar of ministries and meeting spaces for recommendation to parish council.
 - He is continuing a working effort to mainstream ministry schedules and define storage space needed.
 - Pat Blanford's request to continue Thursday evening Holy hour has been approved for Goldsmith Lane.
- Office Move: Elaine Hulsman
 - Plan A: one move to Goldsmith Lane when new building is finished
 - Plan B: move to temporary space inside school, if and when needed
 - **Cost: approximately \$10,000**
- Unified Worship Space: Anne Bainbridge (absent, Jay Comstock presented)
 - Phase II of Sound System move has been approved by transition team: move lavalier microphones from Hikes to Goldsmith (systems are interchangeable). **Cost: \$450**
 - Phase III 1/3 Octave digital sound equalizer/analyzer combination move from Hikes to Goldsmith has been approved by the transition team. **Cost: \$300**
 - **Total cost = \$750.**
 - Phase IV Organ Move has been put on hold. An explanation and discussion of what it would take to move and fit into the Goldsmith church showed a much higher than anticipated costs, which did not include structural needs for supporting the system. This will save money and limited space in the Goldsmith church. Puckett Organ provided the information of what it would take to place the organ into Goldsmith, significant, costly structural changes would need to be made to support the system, and the removal from Hikes would be costly. Jay presented the cost to purchase a new electronic version of an organ for approximately one-third of the cost of moving the current organ (before costs incurred for structural changes to support the old one at Goldsmith) as was requested at the previous meeting. This all will be presented to Parish Council for a decision.

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- Votive candles are a concern for the Fire Marshall. Therefore it was recommended to place 2 sconces similar to those already by the Holy Family, Next to the statues of Mary and Joseph.
Cost approx. \$200 to \$300
- Statues in the back look fine without cabinets so the need for cabinets has been removed from the list of things to be done.

Recommendation to PC:

After much fact-finding, the transition team has determined that moving the organ from Hikes to Goldsmith should be left to PC making determination if the costs are too prohibitive. Estimated cost for removal of the system from Hikes, upward of \$32,500 and possibly over \$50,000 after structural changes. We understand this was a top priority for several parishioners; however, lacking an organist and limited use of an organ, should play a part in their decision.

Further recommendation to PC:

We recommend that the carpet on the altar floor and choir area be removed and replaced with wood. There is no cost associated with this because an anonymous donation will cover the expenses. We further recommend that the back walls behind the altar (banner walls) be painted a neutral, darker color. Anticipated costs, if paying a painter is \$300; however, Tom Wargel is willing to oversee painting by volunteers if the committee purchases the paint.

- New Construction: Jay Comstock (Tom Wargel presented)
 - Proceed with hiring a structural architect for the purpose and proposal of building a 4-car garage. The architect would be responsible from beginning to completion of garage. All costs would be incurred through savings.
 - Wait for Fr. Peter Do, new Pastor, to begin prospective architect bidding process on construction of new office space and ministries building.

Recommendation to PC:

Upon further review, the new construction subcommittee of the Transition Team would like to hire an architect to oversee the construction and completion of a 4-car garage prior to Fr. Peter Do's arrival. This is a priority because various ministries will need storage space in the event the Hikes property is no longer available. We will wait until Fr. Peter arrives to secure bids for construction of the new building. Anticipated costs of the new garage will come from savings. A loan will be secured at the time of the new building construction.

- Update Current Space at Goldsmith: Tom Wargel
 - Continue with updates/repairs to rectory, flat roof, and eventually community center. All costs would be incurred through savings.
 - Secure an architect immediately for structural repair to beam under rectory damaged previously by termites (old issue). Will treat for termites once all repairs are finished. Costs not yet determined for this project.
 - Rectory will need to be vacant for three to five weeks to finish all updates/projects.
 - Need new carpet in dining room and hallways.
 - Carpet in first floor suite can be cleaned.
 - Utility room needs different type of flooring – remove carpet and replace with something other than carpet such as vinyl.
 - Rectory will need a professional cleaning from top to bottom after repairs/updates are completed prior to Fr. Peter moving in.

Recommendation to PC:

Repairs to the rectory will continue to move forward (already approved by Parish Council), items 1-5 on the proposed expenditures sheet. The flat roof is also a top priority. The

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community center will be done at a later date (not too far off). Anticipated costs of repairs will come from savings.

- Inventory: Bob Goens
 - Yard sale will be June 22, 2019 on Hikes Lane. Melissa Goens will oversee the yard sale and rent booth space for \$10/booth on the front of the property.

Closing: Fr. Bill suggested that when submitting recommendation lists to parish council to leave and mark the items already completed. This will establish a list of what has been accomplished and what still needs to be done. He also suggested that the letter to parish council begin with, "We are doing the best we can in establishing recommendations and costs."

Upcoming Meetings:

- Saturday, May 18, 2019
- Saturday, June 13, 2019 (last meeting with Fr. Bill and possibly first meeting with Fr. Peter)
- If anyone has a need for transition team approval prior to next meeting, please email the committee.

Meeting Adjourned: 10:30 a.m.