

## Our Lady of the Lake Parish Council Minutes of the Meeting for September 3<sup>rd</sup>, 2019

*These Minutes as presented are subject to the approval of the Parish Council at their next session on October 1<sup>st</sup>, 2019.*

**Members present:** Father Peter Auer, Oz Kinas, Dennis & Pat Green, Dan Priskie, Cindy Mallowney, Bev Teachout, Amy Polcyn, Peter Sensenbrenner, Gary Krahn

Absent: Hal Pohlman, Dave Nawrocki

Also present: Betty Rowley, Robin Wallenfang, Carolyn Zentner

**Meeting called to order at 7:00 pm by Oz**

**Opening Prayer by Father Peter Auer**

**Minutes of the June / July Special Meeting:** motion to approve by Cindy/second by Bev, all approved.

**No Secretary's Report**

### **OLD BUSINESS**

**RELIGIOUS ED:** Father reported that 39 people are signed up for his Religious Ed. class. They are not only from our parish, but also from Ripon and Berlin.

**RECTORY REMODELING:** Gary said the basement rectory remodeling is finished; nothing new to see since the walk-through at the special meeting in July. The freezer has been taken apart and removed from the basement.

**NEW ROOF:** Father reported that approval for the new roof required a lot of running back and forth to Madison to discuss details with the Diocesan Building Commission, Catholic Mutual Insurance, and a Diocesan Building Committee architect, to get the go ahead to start. The original blueprints from 1959-60 were reviewed for details on insulation and ventilation and general methods used in the construction. John Philipp, CFO / Treasurer, and chair of the Diocesan Building Commission, along with Damian Lenshek, and Architect Kirk Keller, AIA, NCARB, project manager for Plunkett Raysich Architects, LLP, held a phone conference with Robin to discuss a submittal package including contracts, liability & insurance, products, warranties, and materials. The new roof is a standing seam, hidden fastener, metal roof, manufactured by Graber Post Buildings, Inc. The architect said no exterior insulation should be added under the new roof; it would only add to the problems of a building from the 1960's with a new addition from the 1980's. The Diocese will cover the first 2 hours of the architect's time; anything over that will be our expense.

Additional interior insulation and ventilation will be reviewed in the future, to see if it is necessary. The architect gave us a referral for ventilation inspection and recommendations. No local contractors were interested in submitting a proposal to address ventilation.

A proposal for insulation was received in May for work above the bathrooms and kitchen area. No asbestos was found in our church building after a formal inspection in the spring; none found in the insulation, construction, flooring, or mastic.

The roof contract is with **1 n' Done** from Cambria. They are Amish roofing contractors and there was considerable discussion between Kris Twining from Catholic Mutual, Cindy Mallowney from Diedrich Insurance, and Robin Wallenfang, church secretary, on the proper procedures to meet the requirements of the Madison Building Commission on insurance and liability issues. Everyone involved in this part of the approval process collaborated to create a protocol on the policy and procedures when hiring Amish Contractors. A Certificate of Liability Insurance was required for this project, with a multitude of supporting signed documents and contracts. This will now be the standard for all churches in the Diocese of Madison when working with the Amish contractors.

Discussions on a new roof began in March, after water damage resulted in an insurance claim of \$22,648.00 to fix both the rectory and church. Water damage to the church has been an annual problem for years, with ceiling tiles falling out after being saturated with water. This year was especially bad, week after week. Discussions continued through the September meeting, going on 7 months of talk. We are on schedule to have the roof installed in September. It should take 7 days, according to the contractor.

**SANCTUARY LIGHTING:** New light bulbs were installed in the sanctuary lamps; there were complaints in the spring about them being several various shades of yellow and white light.

## **NEW BUSINESS**

Father would like our ideas on pilgrimages...like a trip to the Basilica of Holy Hill in Hubertus, or the Basilica of St. Josephat in Milwaukee.

There is a new mailbox for the church across the street from the rectory. The P.O. Box will be cancelled after a few months. A reminder will be published in the bulletin and on the webpage.

Discussion on creating a Finance Council to meet 4 times per year would include a group of 5 people: knowledgeable in law, finance, banking or business. Betty, our financial secretary, would also be included to provide data.

Discussion on Parish Council term limits: Diocesan guidelines allow two 3-year terms. A break is required before running for election again. The Council will remain as is for now, but will discuss at the next meeting who we are to bring our Parish Pastoral Council up to date. Nominations will take place in March with elections in April for 1/2/3 year terms, staggered. New terms begin in July with the new fiscal year. Our Constitution and By-Laws, after approval and signed, will be sent to the Diocese for approval.

## **FINANCE & BUDGET**

Betty reported on the Profit/Loss statements and Balance Sheets. It appears low because there was a one-time expense of \$5000 paid for the initial roof deposit. In July there was a payment of \$6000 for contractors repairing water damage (paid out from an insurance claim paid to us by Catholic Mutual). In August the statement again appeared down, due to an annual payment for Father's health insurance premium.

The income in the offertory and church support is increasing.

The diocese requires an annual fiscal year statement. Betty prepares this.

Motion by Dan / second by Dennis to approve the financial report. All approved.

Father and Betty Rowley will prepare a financial statement for the parish in the next few weeks. These statements are to be presented to the parish annually, preferably in September.

### **OTHER BUSINESS**

New Evangelization ideas include musicians and adding a song board or two.

Our new webpage is managed in house. It includes a calendar of events and the Minutes of the Meeting. The old website will be discontinued. New webpage: **www.OLOL.center**

There will be a short training workshop for Eucharistic Ministers, lectors, ushers, and servers on Monday, September 9<sup>th</sup> at 6:00 pm, for less than an hour, to review the Mass procedures. The ushers are asking people to take up the gifts.

Cindy discussed plans for a welcoming party for Father Peter after Mass on Sunday, October 6<sup>th</sup>, at 10:00 am. It will be an Oktoberfest with potluck.

### **Closing Prayer by Father Peter**

**Motion to adjourn: 8:00 pm**

**Next meeting: October 1<sup>st</sup>, at 7:00 pm**