

## ST. MARY - HOLY CROSS PARISH COUNCIL MINUTES

The parish council meeting was called to order on 5/24/2022 at 6:30:00 PM. Members present were: Father Andrew, Roberts, Shedd, McClain, Jones, Sauer, Loraditch. Guests present were: Terry and Di Schliesman, Drew Hanlon, Deb Odgaard.

The opening prayer was led by Father Andrew. The meeting adjourned at 8:31:00 PM.

The next meeting will be held on 6/27/2022 at 6:30:00 PM.

Amended  Amendment: The "next meeting date" was changed from the 28th to the 27th of June since Sauer was going to be out of town on the 28th.

### MINUTES

..

- \* Sauer was gone from the April 26th meeting so there are no minutes as yet for that meeting.

### COMMITTEE REPORTS

#### Finance Council

- \* Ignite Capital Campaign - Father Andrew advised that the campaign has been moved to phase 3 which is not clear to what that means at this time. Since Father Andrew will be leaving for his new assignment, this will be tabled for the time being.

#### B & G

- \* The following action items under B & G were removed from the action-required list: carpet cleaning, water softener and audio system.
- \* Holy Cross Security - Celia will meet with her tech-person friend after the kids are out of school.
- \* Steeple Repair and Leaks - The B & G committee had a meeting last week to discuss all issues with the steeple and water leaks in the altar area and choir loft. The engineer, Jim Tometich, was asked to assess the situation. His summary and recommendations (attached) were in the June 12 - June 19 bulletin. The recommendation for the altar area walls is to remove the old paint and material and repair the area. If there is a leak again we would then be able to tell. We also need to have the gutters checked outside to make sure there is not a problem from the outside. We are now looking for contractors who would be willing to bid on the project.
- \* There is still water coming through the social hall windows when it rains. Pella Windows will be coming to recalk the window with a quote of \$680 for 19 windows. Dave Greene is working to get it scheduled.

### OLD BUSINESS

## **Church History**

- \* There is no interest from any parishioners in being on a history committee at this time. Larry will continue to follow up to see if something can be started. Doug mentioned getting original pictures to duplicate that would be better quality. We talked about a display case for artifacts and pictures to be displayed in. John suggested pictures of the past priests. Tim suggested checking with past priests for anything they might have. Celia suggested that we get the RE kids involved for service hours they need. Tammi said that she will add a Google folder and add items from past items letters and the FB page. Tammi said the craft group is getting together and they could be helpful. Doug suggested trying to get original pictures for a new book.

## **Health and Safety**

- \* The second defibrillator for St. Mary has been ordered and we are awaiting delivery. Celia suggested that we have a policy on how to recognize parishioners who make donations to the church in a timely manner.

## **Parish Handbook**

- \* Barb and Tim have discussed this but nothing is in writing yet. This was assigned to Tim but since he will be leaving the council it will have to be transferred to another PC member.

## **Church Committees**

- \* There are no reports or information from other church committees for this month.

## **Membership and Participation Survey**

- \* Further discussion on this issue will be conducted when the new PC members are seated.

## **Long Range Planning**

- \* Nicole Cory submitted a list of concerns and suggestions for the last meeting.

## **Elections**

- \* John contacted Barb about putting instructions into the bulletin for people to vote. Election Time Line: Nominations and candidate information must be submitted by June 8 and the election will be held on the weekend of the June 25 & 26. Two current PC members, John Roberts and Tim Loraditch, terms will expire on June 30. Every person age 18 or older who is a registered member can vote in the election.

## **NEW BUSINESS**

### **Community Events**

- \* We had request from Andrew Cory to allow the tractor pull contestant on the grass to the north of the ball field. The council approved the request with the condition that they return the grass to its prior condition. Tammi made the motion to allow it with the conditions it be restored to original condition and it was seconded by Doug. All voted aye to approved.

### **Parish Unity**

- \* Celia drafted a letter (attached) to summarize the status of Father Kirby coming to SMHC after Father Andrew leaves. Discussion was held on how to distribute the letter. The council was in agreement that the letter should only go to parishioners. It was decided that Barb would email the letter out on Friday the 27th and announced the following Saturday and Sunday before Mass. We will attempt to limit the distribution of the letter to only SMHC parishioners. Doug made a motion that the letter that Celia wrote be distributed to the parishioners. It was seconded by Tim.
- \* There was discussion about a town hall meeting to reset and get the parish off to a fresh start after the controversy over the last few weeks. Tom Green is a mediator for the dioceses. We will get input from the dioceses on utilizing outside help to help us move forward. Doug suggested a forum for the meeting would be to have parishioners submit questions ahead of time that would be reviewed by the PC council and then answered in a public setting. Doug and Celia question whether we actually need a mediator and that we could mediate our own town hall. It was decided to contact a mediator and get their idea on how they can help.
- \* Tim shared information about Father Kirby and information that had possibly not been known in the past.

### **Social Websites**

- \* The FB page was originally established to inform parishioners of what positive things are going on at SMHC. Celia pointed out that the page is a parish Facebook page and not a discussion board for personal opinions. There should be parameters set on what can be posted. The PC was of the opinion that our FB page should remain private. Celia will work on revising our ABOUT statement, "Welcome to the St. Mary's Holy Cross Facebook page! Share your joys, share your concerns, share your love of Christ!" to ensure that the page is not used for derogatory remarks or opinions.

### **Parish Council**

- \* Should PC meetings be open or closed? It was decided that PC meetings should be open unless it contains information about a SMHC parishioner that the parishioner requests be confidential, SMHC staff or other sensitive information not for general knowledge.

## **St. Mary's Bell Tower and Steeple Repair Update**

As most parishioners are aware St. Mary's church has water damage. The parish Buildings and Grounds Committee have been and continue to work on addressing these issues.

Recently, additional water damage was occurring around the church bell tower and steeple. Based on input from parishioners and local contractors that investigated the bell tower and steeple conditions and in consultation with the diocese an engineering company was hired to assist with addressing the issue.

Jim Tometich, P.E. with Tometich Engineering, Inc. was asked to investigate the cause and assess the extent of the damage to the bell tower and steeple and provide advice on repairs. Jim provided his report on April 23, 2022.

Below is the evaluation and assessment provided by Tometich Engineering Inc. The Buildings and Grounds Committee has reviewed this report and is working to investigate repair options. The committee will continue providing information to the parishioners of St. Mary's – Holy Cross on repair options as they are developed. For additional information on this issue please contact John Roberts ([jroberts@huxcomm.net](mailto:jroberts@huxcomm.net)), Co-Chair of the Buildings and Grounds Committee.

### **Tometich Engineering Evaluation and Assessment:**

The bell tower is the focus of this report. The tower has had water infiltration for years. The water has damaged the masonry and the wood framing. The wood has failed in the southeast corner and needs repaired. The internal structure in this area has dropped about 2". Although the masonry has not failed (just the internal wood), the masonry needs repaired as well.

The masonry has two elements, the mortar and the tile and brick. The interior masonry is in poor condition and is turning to powder in many areas. Many of the joints are totally missing their mortar. The mortar is the glue that sticks the tile together making it a structure. Thus, the mortar needs replaced. This procedure is called tuck pointing, it needs to be done on the interior of the tower. If not, the mortar will continue to fail and eventually will lose its structural stability. Similarly, the tile has been absorbing water and going through the freeze thaw cycle. Just like the mortar, it absorbs water, freezes and deteriorates. This can be seen in the many tile that are missing their faces and thus their structural integrity is compromised. The tile can be repaired by grouting the broken cell full of mortar.

As opposed to tuck pointing, another method is to simply apply a cement coat to the whole area. This procedure (back plastering) applies a scratch coat of mortar into a wire mesh. Then a final coat of mortar is applied over the area.

The next area of concern is the wood elements in the bell tower. The wood presently is not treated wood and thus it is rotted. The wood needs to be replaced. The wood elements that have failed need to be removed and restructured (lifted) into their original position. Once in the proper position, the wood needs to be secured into the masonry. This is done by grouting a tile cell full of mortar and attaching and epoxied anchor (once the mortar is cured). The difficult part of the problem is to lift the structure, there are very few solid places to work from.

The original problem is water infiltration. Currently, the rood water is collected in an internal roof drain, the brought through the upper roof into the bell tower area. It is then discharge through the wall on the west face of the bell tower. The problem with this is that the water goes through freeze thaw cycles inside the bell tower. This causes leaks. A review of the discharge pipe show numerous area of problems. It is my opinion that this water should be re-routed and discharged from the roof of the bell tower and not through the inside. This would require modifying the appearance of the roof of the bell tower.

All of the above being said, there may be some benefit to re-evaluating the bell tower roof structure. The repair of the structure as is will be very time consuming and expensive. It may be wise to consider removing the roof of the bell tower and replacing it with a roof the cover the entire structure and has an overhang. Basically a new "hat" for the bell tower. This would allow the water to discharge off of the roof and fall to the ground or adjacent roof structure. It could also be collected in an external gutter and discharge on the west side of the roof. Another solution would be a flat roof that has a scupper that discharges the water to the west.

### **Conclusions:**

Based on the results of our investigation, the following conclusions would appear to be warranted.

1. The bell tower has leaked for years and the masonry structure and the wood structure are compromised and failing.
2. The tower needs repaired or rebuilt in the near future, the problems will only get worse and more expensive if nothing is done.

Message from Parish Council 5/24/22

Parishioners,

This message is to let you know that we have heard you. We have been busy fielding questions, listening to concerns and attending meetings. We had a good meeting with Fr Jim Kirby and Bishop Joensen on May 10<sup>th</sup>. At that meeting, Fr. Kirby did most of the talking. He told us his story, his concerns and where he currently stands with his recovery. This was the first time he shared his story publicly. Fr. Kirby shared that he thought the media would show up the first week he was preaching at St. Mary-Holy Cross. This was a concern to him and his anger at the media and others was apparent when he spoke.

We had sent him a list of questions prior to the meeting. This list was a compilation of the questions sent to us by parishioners, staff and council members. Fr Kirby answered most of those questions, but not all of them. Fr Kirby said we could retell anything he told us to parishioners to share these answers. People left that meeting with a mix of optimism and hope but still concerns. Fr. Kirby did not answer all of our questions completely. He avoided some and wasn't completely honest in others. He appeared to be a man that made a mistake that was publicly shared in the media and he was still healing and recovering from this. Fr Kirby told us we could email him with further questions and gave us permission to contact past co-workers. Council members did follow up with emails and phone calls.

We as a council were planning a meeting last week to plan a way to share all of this information with you. Then the word of Fr. Kirby's resignation was made public. Things were put on hold until we met with the bishop.

Parish Council, Finance Council, and staff met with Bishop Joensen on Saturday. The bishop told us that the message Fr Kirby shared with us was not a message he had previously heard and he also noticed the amount of anger Fr. Kirby still had. Bishop Joensen shared with us that he and Fr Micheal Amadeo met with Fr Kirby about a week after Fr. Kirby spoke to us. After this meeting with Fr. Amadeo and the bishop, Fr Kirby made the decision to not be a pastor at this time. He will continue as a priest and will continue to minister in other ways. We are all praying for his continued recovery and healing.

The bishop shared with us that currently there is no priest available to be our pastor. When Fr. Andrew leaves in July, we will have other priests fill in for mass and sacraments. Fr. Dan Krettek has offered to fill in temporarily but he is preparing for a retreat. The bishop also shared that they are working to recruit new priests to our diocese. They will be coming from other countries and again are not ready to be pastors. There are also several young priests that are also not ready to be a pastor. Please know that the bishop is working diligently on this matter and the diocese is exploring all options.

We as a council will continue to listen to you and are working on a town hall type meeting where we can hear directly from parishioners. In the meantime, remember that our emails are in the bulletin and we welcome your questions and concerns.

Prayers and blessings,

St Mary-Holy Cross Parish Council

John Roberts

Tammi McClain

Doug Jones

Larry Sauer

Tim Loraditch

Celia Shedd

# Action Items Open

Subject	Original Date	Updated	Action Needed	Action Taken	Taken By
Catholic Youth Conference	8/24/2021	1/25/2022	<p>Father Andrew: What is current policy, reasons for increase in cost. PC: Write policy for trips on responsibility of down payments that are made by church. What church committee should address this issue for the future? Is there a document the PC can review from this situation that will help us determine the proper course of action.</p>	<p>This action item is being transferred to the FC. Doug stated the FC will discuss how to budget for this trip. They will meet with members of the youth group to discuss how they can budget for trips like this to hopefully avoid the parish having to contribute money to the trip at the last minute as happened this past year.</p>	Jones, Doug
Church History	8/24/2021	6/12/2022	<p>Meet with Laurie Phelan to discuss how to proceed with church history.</p>	<p>After a note was put in the bulletin to ascertain if there was any interest in forming a church history committee, there was no response.</p> <p>Sauer also posted on the St. Mary / Holy Cross FB page requesting original historic photos to make copies but not response has been received as of 06-12-22.</p>	Sauer, Larry
				<p>Larry posted a FB post asking for any original pictures that we could have reproduced for display in the church but as of 5-24-22 there has been no response.</p>	
				<p>Tammi said that she will check for digital items on FB and there is also a Google folder that may have photos.</p>	McClain, Tammi
				<p>Larry sent an email to Laurie Phelan for any suggestions on getting interest in this project.</p>	Sauer, Larry

Subject	Original Date	Updated	Action Needed	Action Taken	Taken By
Ignite Capital Campaign	1/25/2022	3/5/2022	Meet with Laurie Phelan to discuss how to proceed with church history.	<p>Larry met with Laurie to discuss how we should proceed on recording the history of our parish.</p> <p>The board approved moving forward with the church history so Larry sent a note to Barb to put in the bulletin about forming a committee to track and preserve parish history.</p>	Sauer, Larry
	5/24/2022		Father Andrew will let the PC know what he needs for support. This action item will remain active throughout the campaign. 03-08-22: Father said that the dioceses sent out an update that indicated the parish should be receiving more information in April. If anyone knows of anyone that may be good at fundraising within the parish, forward the name to Father Andrew.	<p>Since Father Andrew will be leaving in July this subject has been tabled</p>	Roberts, John
	3/22/2022		Father Andrew will let the PC know what he needs for support. This action item will remain active throughout the campaign. 03-08-22: Father said that the dioceses sent out an update that indicated the parish should be receiving more information in April. If anyone knows of anyone that may be good at fundraising within the parish, forward the name to Father Andrew.		
Parish Handbook	2/22/2022	5/24/2022	Develop a parish handbook that contains policies and protocols.	<p>Father Andrew is still waiting for information from the dioceses.</p>	Father Andrew
Parish Survey	11/23/2021	2/14/2022	Develop a parish survey draft.	<p>Tim and Barb have met and discussed this issue but nothing has been done yet.</p>	Loraditch, Tim



Subject	Original Date	Updated	Action Needed	Action Taken	Taken By
Steeple	8/24/2021	4/23/2022	Determine what is required to repair steeple damage.	Larry obtained a copy of the current diocesan survey being conducted.  Larry sent a draft copy of a survey to the Parish Council for review.	Sauer, Larry
				Tometich Engineering assessed the damage and prepared a report that was in the June 12 - June 19 bulletin.	Tometich Eng.
		3/22/2022	Determine what is required to repair steeple damage.	Doug advised that we are in the process of finding a contractor to give us an estimate on repair or replacement.	Jones, Doug
		10/26/2021	Determine what is required to repair steeple damage.	Doug will meet with Tometich engineer on 3-28-22. They will inspect the steeple area to see what might be done to repair it. It is our hope that the engineer will also agree to look at the walls behind the altar area for idea on how to repair it.	Jones, Doug
				John Roberts followed up with Norm Bormann, diocese B & G person. Diocese recommendation is we get a structural DSM engineering firm involved. Norm has provided three resources.	Roberts, John
Water Leaks	3/8/2022	5/24/2022	Arrange for someone to address water leaks in social hall windows.	Doug said that he spoke with Jon Hand who is an engineer, although not the kind needed, and John volunteered to inspect it and make a recommendation. Jon will meet Doug at the church on Thursday to move the process forward. Doug stated that the fix he made is not working anymore and the leak has returned. The leak is not related to the structural damage but the gutter system that drains water from the roof.	Jones, Doug

Subject	Original Date	Updated	Action Needed	Action Taken	Taken By
				<p>Pella Windows had someone inspect the windows in the social hall that have been leaking. They advised that the windows needed to be recaulked.</p> <p>Dave will schedule Pella Windows to come and recaulk the windows.</p> <p>The recommendation for the altar area walls is to remove the old paint and material and repair the area. If there is a leak again we would then be able to tell.</p>	<p>Roberts, John</p> <p>Greene, David</p>