



St. Paul's Church

W E B S T E R , N E W Y O R K

St. Paul's Parish Pastoral Council

Monday March 21, 2022 7 pm (Zoom Meeting)

Minutes prepared by Sue Muto

Present:

Father Paul

Deacon Mark

Sue Muto

Linda D'Antonio

Scott Rutan

Marianne Ferrara

Tim Runyan

Robin Martz

Diana Strassman

Not Present:

Joe Ferrara

George Hanley

Bonnie Korherr

Sharyn Lipari

1. Opening Prayer
2. The meeting was called to order by Scott Rutan. The Minutes of the previous meeting and the agenda for this meeting were approved.
3. Dave Galeazzo, head of our Building and Grounds Committee, was our guest speaker. Dave has been working with St. Paul's building, equipment, and grounds for over 10 years. Our church building is over 50 years old and the addition was created 25 years ago. Dave has listed about 50 items / improvements that need to be addressed.
 - a. He presented PPC with the Top 10 to be accomplished this year:
 - i. Tile in the church and main entrance – there are cracks in many tiles, all the way up to the altar. Since we have pre-plank floors, as the building moves, this effects the tiles and material overlaying the tiles.

- ii. Carpet removal with tile installation in the hallway from the Office to the Church. Frayed seams and edges are a potential trip hazard.
 - iii. Lintels above the windows need to be re-sanded and moldings need re-painting.
 - iv. The above 3 items are awaiting results.
 - v. The boiler room windows need to be replaced with glass blocks. \$860.
 - vi. There are standalone HVAC units in the Music Room, Library, and Narthex. The compressor in the music room failed. \$9K for heating and A/C unit replacement. Eventually the units in the Library and Narthex will need replacement, also.
 - vii. The concrete on the south side of the building needs replacement and accommodation for 40 feet of accessibility. Also, need 3 more handicapped spaces on west side of entrance. The front doors are fatigued. The closers are causing problems. Concrete and door replacement \$41K.
 - viii. Downstairs bathroom stalls are rusted. Looking at various options. \$10.5K.
 - ix. Parking lot reseal and painting. \$10K.
 - x. Strip, clean, and paint the handrails in the North and South entranceways. This work can be done in-house. \$800.
 - xi. Replace two windows in the Rectory. They are sitting in the garage, waiting for good weather. \$800.
- b. In addition to the Top 10, other emergency repairs were discovered:
- i. Kitchen Hood needs upgrade, per Fire Marshall. The system needs changing, including nozzles, venting, and dampers. Monroe fire Extinguisher is under contract. \$3400 to \$4500
 - ii. Circulating pump for boiler \$3200
 - iii. The control box on the Lift, purchased under Father Stan, doesn't work. A scissors lift was purchased for \$4300 from Duke Supply. Ben uses this lift for internal work. We are trying to sell the existing lift As Is on the Internet.
 - iv. Northeast corner roof leak. Water is damming up over the heating unit by the edge of the building. Needs placement of a drain tied into existing systems to remove the water. \$4800.
 - v. Roof has a 15-year warranty with 2 years left. Roth is quoting roof replacement and providing 15-20 year warranty. Also quoting welded seams to patch or reseal all seams in stress areas. That would extend the warranty 5-10 years.
- c. These repairs came to a total of \$88,700. The Finance team is meeting with Joan Sullivan, our Finance Director, to discuss how to finance or pay for them.

- d. Additional work is needed in the Rectory: Vanity, Kitchen plumbing, Cabinets, Countertops, Concrete in the garage.
 - e. Tiles in the downstairs hall cannot be taken up as the 1960's glue has asbestos. It is cheaper to put something over the top of the tile.
 - f. Boiler Heating system for the Office has control knobs for the valves. All valves need to be replaced.
 - g. The windows in the Office and Classrooms are single pane, not thermopane.
 - h. The concrete on the east side is breaking up. \$30K.
 - i. Drainage system needs to be installed to stop the moisture from building up against the walls. This involves digging down, removing vegetation, installing a drain, then re-landscaping the building.
 - j. The church will be receiving 2-3 quotes for the jobs. We have strict insurance requirements for the contractors, per the Diocese of Rochester.
 - k. Overall operations are in good hands with Ben and Robin.
 - l. If anything goes wrong with the organ, it could be a \$50K repair.
4. Robin update:
- a. As Covid transmissions are currently low, masks are optional in church and meeting places. However, they are required in the Office.
5. Liaison Reports:
- Adult Faith Formation: Katie has Lenten speakers lined up. Little Black Books are available for Lenten reflection. A Rosary group is starting. There will be an Adult Faith Formation committee 4 times per year. There will be an Adult VBS from 10 am – noon, date TBD.
 - SOR & Sacraments:
 - o No update
 - Library:
 - o Working with Katie and Adult Faith Formation.
 - Prayer Shawl:
 - o No update.
 - Liturgical Ministry:
 - o No update.
 - Marthas :
 - o No update.
 - Good Sam
 - o Working on ideas re: Hospitality / Outreach, Parish Council and Good Sam coordination.
 - KoC:
 - o No Update.
 - Finance Committee:
 - o CMA is short \$22K.

- 1/3 of the pledges are less than \$99. There are 302 pledges this year, versus 450 pledges last year. Looking into what to do with the Checking Account.
6. Elections:
 - a. Tim to spearhead writing election articles for the bulletin. He has been sick.
 - b. Marianne willing to make a few posters.
 - c. We need 3 adults and 1 youth representatives
 - d. Scott, Diana, and Marianne & Joe have terms ending in June.
 7. Events:
 - a. Ministry Fair – Scott will get contacts for the ministries. Looking for possible dates in the fall, such as early October. Should it be after all masses, or just 1 mass?
 - b. June 17 BBQ will need volunteers
 - c. VBS will be In Person during the 3rd week of July. The theme is “Make Waves”
 - d. Parish Picnic – July 31 or Aug 7.
 - i. Will need a volunteer photographer
 - ii. Will need a manager for the artisan display (Portable walls for handing art work). Marianne can help.
 - iii. KoC cooking? Contact Bob Curtis at KoC.
 - iv. Should ticket sales be sold ahead of time, or just sign-up and pay at the door. \$6 per person with \$20 per family max.
 - v. Grill needed
 - vi. Bring dish to pass.
 - vii. Servers needed
 - viii. Bonnie sent a word doc that will be discussed at future meeting.
 8. Synod Themes:
 - How will feedback from Synod be shared? Website? Meeting? TBD.
 - Will there be an opportunity to share it with St. Paul’s parishioners?
 - How can we bring people together to discuss the Synod?
 9. Next Meeting: Tuesday April 19.