

St. Joseph Church
Parish Council Minutes
March 17, 2019

Jim Armstrong called the meeting to order at 10:00am and Msgr. Mike led the opening prayer.

The roll call was read and the following members were absent:

Council: Andrew Canata, Josephine Daviau, Mardi Fezzi, Pat Keegan, Donald Rochelo, Carolyn Rousseau, Anna Stack

Ex-Officio: John Arasimowicz, Peggy Dunlop, Michael Wheeler

Minutes: Jack Laviolette motioned to approve the minutes from the February 17, 2019 meeting. The motion was seconded by Mark Brennan. The minutes were approved unanimously.

Financial Report: Ray Costello

Church: Fiscal year, July 2018-June 2019. Data provided through the end of December 2018.

Collections:

- Our FY19 plan is up 12% from our 18 actuals. For the first half of the year, collections are at 45% of the plan at a total of \$159,000 of the \$351,000 set as the goal this year.
- Letter concepts campaign resulted in an average increase of 20% in individual contributions but is offset by a 10% decrease in envelope usage per week (182 vs. 190).
- Total receipts were 51% of the FY19 plan (\$194,000 of the \$384,000)
- Added to these receipts is \$22,000 in gifts.

Expenses:

- Payroll and benefits at 44% of what was planned for.
- Assessments at 52% which is a little higher than what was planned. The Parish is assessed \$24,000 by the Diocese for high school education. This allocation was originally determined 15-20 years ago but we have been required to pay even though the Parish no longer provides high school education. The Diocese has not responded to the Parish's request to adjust that assessment.
- The Diocese recently changed to a new accounting system in which the Parish now uses. As part of this change, the Parish gained a \$13,000 credit, but it is unclear for what purposes.
- As of December 2018, total expenses are at 34% of the plan. In the last six years, the Parish has run deficits but things are changing for this year as we are currently in the green. Net surplus a year end equals \$56,000. Great progress is being made.

Parish Center: (Calendar year 2018)

- Income reported as \$78,000, driven by \$35,000 from the Polish Picnic, \$14,000 in rental fees, \$9,000 from the Sharing Roots Festival and \$20,000 from other events that are held in the center.
- Expenses totaled \$74,000, \$33,000 for utilities, \$22,000 for festivals, maintenance, supplies and inspections all at \$5,000.

- Net surplus for calendar year 2018 is \$4,000.

Boiler:

- Boiler in the church sprung a leak this fall. This is a 14 year old steam system.
- Repair: numbers range from \$30,000 to \$50,000. Repairs could range from simple gasket leak to cracked sections needing replacement. In either case it means a teardown of the boiler with labor costs.
- To replace the current boiler with a new hydronic system, costs would range from \$200,000 to \$300,000. The engineering estimate alone would range from \$13,000 to \$30,000.
- The infrastructure is deteriorating from the inside out.
- Environmental remediation issues.

Msgr. Mike recommended writing a strongly worded letter regarding the high school assessment to the Diocese signed by Ray Costello, Jim Armstrong and Msgr. Mike. The Parish Council agreed to send this letter to the Diocese.

Maintenance Report: Jack Laviolette

Church Heating System:

- Due to the costs of this project all steps must go through the Diocesan Building Director. We are soliciting Request for Proposals for developing a recommendation for a new hydronic heating system, and we have received three quotes: Hill Engineering, Robert Hall Engineers & Hesnor Engineering and expect an additional quote. We need to evaluate the quotes, discuss with the Diocesan Building Director, then make a recommendation to Msgr. Mike and the Parish Finance Committee. Asbestos will need to be remediated. Steam system eats out the pipes from the inside which we don't see until the leaks occur. Baseboard hot water system with the hydronic heating system. Need the feedback from the engineers before we can go forward.

Church:

- Repair ceiling going up to the choir loft. Small section of ceiling that needs to be repaired.
- Repair plaster and paint column in the choir loft and adjacent walls. Jim Fitzgerald will be working on this project this week.

Church Chapel entrances:

- South Chapel entrance, repairs and painting of walls completed, doors will be painted in warm weather.
- Jeff Vincent installed a cork poster board and the Infant of Prague Statue at the South Church entrance.

Church Exterior:

- Church trim on parking lot will be painted and caulked paint in the Spring.
- Requested quote from Richard Atwood to install a concrete splash pad along the South side of the Church as instructed by William Barry, Engineer, will solicit other quotes.

- Received quote from Champlain Masonry to repair mortar joints at the outside of the mortar joints at the South West wall area, for \$1,200.00 pending weather, finding additional areas that needs masonry pointing.
- Willian Barry, Engineer coordinating brackets through the stone masonry above the Church entrance, Bill said work will be accomplished in warm weather.
- Wooliver Roofing to check roof at the South West area of the Church., pending weather permitting.
- Upper back windows regarding moisture sometimes between the stain glass windows and the protective glass window with Guarducci Stain Glass, David Guarducci said this is a normal occurrence with the venting process. Looked at the windows today and they look great.
- Received quote for cleaning our catch basins on site from Maintenance Man, \$160/Hr – 4 Hr Minimum (\$640), \$75 per cubic yard for soil disposal. \$2,000-\$3,000 for this work but it is necessary to keep up on our maintenance. DEP requires our waste stream to be documented.

Rectory:

- Jeff Vincent replaced a threshold at the rectory kitchen entrance.

Spring Clean Up:

- Developing our list of work items, if you see something that need to be repaired, kindly let us know.

Knights of Columbus Council #103 Activities:

Fish Fry:

- Many Thanks to all who made our St. Joseph Annual Fish Fry a success, the Knights of Columbus, St. Anne's Society, Parishioners and Friends of St. Joseph Parish and all the people who purchased tickets for this great community fellowship event.

Stations of the Cross:

- March 22, 2019 Friday, 6:30 PM

Polar Plunge, LETR Super Plunge:

- March 30 & 31, 2019, Benefits Special Olympics, Volunteers requested to plunge and to support people taking part in the plunge. Burbank Park, Onota Lake off Valentine Rd., Pittsfield.

Baked Ham & Bean Dinner:

- St. Joseph Church, Baked Ham & Bean Dinner, Saturday April 13, 2019, 4:30 PM to 6:00 PM, Menu includes Baked Ham, Mashed Potatoes, Baked Beans, Pea Soup, Coleslaw, Roll, Coffee and Desert. Takeout is available after 5:15 PM. Donation: Adults \$12.00, Children 5 to 12 years old \$6.00. Tickets are available at St. Joseph Rectory. All proceeds go to St. Joseph Church.

Mercy Sunday:

- April 28, 2019, Volunteers are needed, Marian Shrine, Stockbridge, Mercy Saturday & Mercy Sunday, Receiving busses, crowd control, EM, Honor Guard, Parking direction.

Blue Mass:

- May 5, 2019, Blue Mass, Honoring Police, Law Enforcement, Firefighters and First Responders, Sunday May 5, 2019, 11:30 AM Mass at St. Joseph Church. Missing Officers Table Ceremony to follow in St. Joseph Parish Center, then light refreshments. All Officers in Berkshire County welcome, including retirees.

Jim Armstrong offered a special thanks to Jim Fitzgerald and Jeff Vincent for the work they did at the entranceways to the Church. These entranceways are now more inviting when you enter the church.

The Bake Sale is scheduled for the morning of Saturday April 13. The Ladies of St. Anne's will be baking for the event but are asking for assistance. Members of the Council are encouraged to bring baked goods to be sold at the event. Parish is only as strong as its parishioners.

On April 14th, the CCD Program is scheduled to hold the Passion Play at the 9am mass followed by the end of year breakfast.

A Penny Social will be held on March 31st. All are cordially invited to attend. The Social begins at noon. Food will be served, free refreshments, raises funds for scholarship use.

The Polish Picnic is looking to recruit more volunteers. Sign-up sheets will be available in Church. Without this picnic, the Parish would lose a big portion of the funding needed for operations. The Picnic will be held on July 21.

On April 28th at 11:30am, the Celebration of Hope mass (formerly the Pink Mass) will be held. This is an opportunity to pray for those affected by cancer as well as the caregivers. This Mass will take place on Mercy Sunday.

Election Report: Joe Ryan

Four new people have volunteered to fill the upcoming vacancies on the Parish Council. The four new members include Gerry Dahrouge as an Ex-Oficio member, Dan Hermanski, Nancy Woitkowski and Bill Walto. There will be no need to run an election. Joe thanked all those that agreed to serve and looks forward to welcoming them formally to the Council. Jim Armstrong thanked Joe, Carolyn and Mike for helping with this process.

Pastor's Update: Msgr. Mike

Msgr. Mike suggested that a \$100 donation be sent to the Pittsfield Parade Committee on behalf of the Parish Council. This donation would show that we support the parade. The parade is a large fundraiser for the Church.

The next meeting is scheduled for Sunday, April 14, 2019.

Mark Brennan reminded the Council of the Mother's Day Plant sale in May.

Jeff Vincent stated that 20/20 tickets are available and they need ticket sellers.

Msgr. Mike indicated that there are two masses for St. Joseph's Day, one at 12:10 and one at 5:30.

Msgr. Mike closed the meeting with a prayer. Mark Brennan made a motion to adjourn and the meeting adjourned at 10:49 am.