

## Finance Council Meeting Minutes

January 23, 2020

\*(Corrected)

Attending: Father Walter, Bob Hofacker, Terry Woelfel, Kevin Hawley, Dave Pierre, Lynn Wildenberg and Joan Hietpas.

Excused: None

Opening Prayer – Father Walter

Minutes from the October 24, 2019 Finance Council and the November 26, 2019 joint Finance and Pastoral Councils were approved. Lynn Wildenberg made a motion to approve, Bob Hofacker seconded, motion carried.

### Pastor's Report

1. Worship
  - a. Server of the month for December; Lindsey VanCamp
  - b. Blessing of throats Feb. 1-2
  - c. First reconciliation February 6
  - d. Let's recruit more media operators
2. Education
  - a. Catholic Schools Week Jan 26-31
  - b. Alpha
  - c. Young adult, bowling event
3. Stewardship/finance
  - a. Contribution distribution (see spreadsheet)
  - b. Financial Peace University
  - c. Janitorial
  - d. Financial systems, drop safe, deposit bags
4. Living Justice
  - a. March for Life
  - b. Love God and Neighbor all-night prayer vigil, Feb. 1-2
5. Holy, Engaged, Alive
  - a. Parish Mission Planning
  - b. Teach my people to pray Holy Hour: Friday, February 21, after the 8:15am Mass

### Finances

- Reviewed and approved the December Financials. Terry Woelfel made a motion to approve, Dave Pierre seconded, motion carried.
- Bishop's Appeal Goal this year is \$36,980 with a plan to meet the goal by May 15, St. Isidore Day. Last year the goal was \$36,407 and we reached the goal by May 21st.
- The school budget was tabled until we have the 2019-2020 projected to year end Educational Assessment. In past years we have budgeted a much larger amount than what was actually required. The School Choice program will also bring in a large amount that would offset the Educational Assessment.

### Old Business

- 1) Parish Mission Planning
  - a) A survey is being developed and will be sent to all parish members in February.
- 2) Dashboard for school and NE is being created which will give the ability to analyze data.
- 3) 5 Year maintenance plan
  - a) Father has received documentation from Mark for the five year plan that contains the regular maintenance plan, repair and replace list and the wants and needs list. Further work will be occurring this next month in prioritizing and assigning completion dates to the plan.

## **New Business**

- The 2020-2021 school budget is tabled until the February meeting.

## **Buildings and Grounds Report**

- Scott Wiater Roofing has completed the church roof repairs.
- We replaced some cupola lights and all the ceiling fans in the church. Some light fixtures were delivered faulty and have been reordered. The track lift is scheduled for March to complete the project, provided the new fixtures arrive. Pete Hofacker and Scott Pynenberg are aware of this schedule and plan to be helping us finalize the project.
- Facia staining of the church is rescheduled for June of 2020. I plan to stain the church overhang first for a look at the new color. Then the lift will be scheduled, to stain the cupola and re-caulk and re-seal the cupola windows, for August of 2020.
- The Sewage Lift pumps in the school basement need new commercial floats. One has completely shattered, the other is very brittle and about to bust. I have contracted with August Winter to do this work. The parts are on order and the work should be completed by the end of February. The quote for parts and labor is \$1575.00
- The church sump pump line has been buried. Seeding and concrete replacement will take place in May or June 2020
- Rental house on Mackville Road had water issues and they have been repaired and caulked.

## **Additional Buildings and Grounds Items**

- A walk through of the two rental properties needs to be scheduled for this spring to assess maintenance needs.
- Jeff Hofacker's role is now 95% pastoral responsibilities and he also cleans the school on Wednesday evenings after NE.
- Father would like to hire a Facilities Manager full time. It is estimated to cost an additional \$39,000 in salary and benefits. The proposal would not eliminate the cost of contracted cleaning. Father will take the costs into consideration. The Finance Council members will review the maintenance lists and job description to make a recommendation at the February 27, 2020 meeting on the hiring of a full-time Facilities Manager. **At this point, there is strong hesitation from the finance council to add a full time Facilities Manager given current YTD financial performance.**

Terry Woelfel made a motion and seconded by Kevin Hawley to move to Executive Session at 6:10 p.m. Bob Hofacker made a motion and seconded by Terry Woelfel to close the Executive Session at 6:25 p.m.

Terry Woelfel made a motion to open to regular session and Kevin Hawley seconded, motion carried.

The next Finance Council meeting will be Thursday, February 27, 2020 at 5:15 pm.

Closing Prayer

Meeting adjourned, Terry Woelfel made a motion to adjourn, Kevin Hawley seconded, motion carried.

Respectfully submitted by Lynn Wildenberg

\* Revised – corrected the date from January 24, 2020 to January 23, 2020; corrected the spelling of cupola