

Finance Council Meeting Minutes
September 24, 2020

Attending via remote access: Father Walter, Terry Woelfel, Dave Pierre, Lynn Wildenberg, Kevin Hawley, Nicole Pietsch and Joan Hietpas.

Opening Prayer – Father Walter

Terry Woelfel led the meeting.

Minutes from the May 28, 2020 Finance Council meeting were reviewed. The budget for 2020-2021 was approved with the contingency that the NE budget was reduced by \$7,000. Per Father the targeted reduction in the budget was reached. Dave Pierre made a motion to approve, Kevin Hawley seconded, motion carried.

Pastor's Report

1. Worship
 - a. Need more ushers ages 18-59
 - b. New meeting schedule, next meeting Sept. 30, 7am
 - c. First Communion Oct 10 and 11.
 - d. Feast of Saint Edward Tuesday Oct 13
2. Education
 - a. Enrollment in NE
 - b. Enrollment in School
3. Stewardship/finance
 - a. Contribution distribution (see spreadsheet)
 - b. School Choice dollars
 - c. Buildings and grounds
 - i. Preventive maintenance and project priority log are being used.
 - ii. Church trim staining project underway
4. Living Justice, Dignity of the human person, Dignity of work, Solidarity with the poor
 - a. Disaster relief collection Sept. 26 and 27
 - b. Love God and Neighbor prayer vigil, Oct 3-4
 - c. Forty Days for Life prayer vigil, Sept. 23-Nov. 1. Saint Edward hours are Wednesdays 9-10 and Fridays 1-2. Saint Nicholas, Saturdays 1-2.
 - d. Wisconsin Supreme Court Justice April campaign spending by groups
 1. Dan Kelly \$47,060
 2. Jill Karofsky \$1,067,850 (\$64,925 from Planned Parenthood)
 3. Abortion providers deemed "essential"
 4. Tony Evers appoints Chris Taylor, former policy director of Planned Parenthood of Wisconsin to Dane Co. Circuit Court Justice to replace Jill Karofsky
 5. Wisconsin DHS reports 6,224 abortions in 2018
5. Holy, Engaged, Alive
 - a. Parish Mission Planning team to resume working Oct. 29

Finances

- There was a discussion on current giving. With lower attendance the giving has been less than average. As members return to church it is felt that giving will increase.
- The regular income amount on the fiscal year snapshot includes the parish, NE and the school.
- The Harvest Moon committee is considering a raffle, as the Harvest Moon event was cancelled due to COVID19. Father will touch base with the committee to ascertain the status of the raffle.
- A motion was made by Dave Pierre to approve the August, 2020 financials, seconded by Nicole Pietsch.

Old Business

- Reviewed the annual parish meeting minutes. Cathy Schwieso did a wonderful job recording the minutes.

New Business

- The Finance Council welcomed Nicole Pietsch, a new member to the council.
- The Trustee election will take place the weekend of October 17 and 18, 2020
 - Nominations will be accepted until October 4, 2020
 - Biographies of the nominees will be in the bulletin
 - One nominee has accepted – Doug Hawley
- It was suggested by the Diocese that the parish have a Line of Credit available. After discussion, taking into account the paperwork, fees and time involved and St. Edward's very strong balance sheet, the council doesn't feel a Line of Credit is necessary.
- School Choice Dollars distribution strategy:
 - This year the distribution focus is to use the dollars to reduce the parish investment.
 - Next year the council will look again at the distribution strategy. Two options to consider:
 - Growing education services by bringing the teachers' salaries to within 80% of public-school salaries.
 - Grow the endowment.

Buildings and Grounds Report

- Fr. Walter and Deacon Jeff discussed specific issues. Terry Woelfel (Finance Council Liaison) and Dave Calmes are new members to the committee.
- Projects reported by Fr. Walter and Deacon Jeff:
 - The stonework around the building, specifically by the bells, needs attention.
 - Outside entrances need to be cleaned of cobwebs.
 - The alley way between school and the burger barn needs to be cleaned up.
 - The church trim color Lynn Dorn painted as a sample has been accepted.
 - Now that the carpet has been installed in the east rental property, the doors in that room need to be shaved on the bottom for easier opening. (Completed)
 - The electrical conduit/outlets in the tractor pull area need attention.
 - Although some headstones have been straightened, there are more that need straightening. As Farmer Van Camp stated at the annual meeting, his group will be taking care of those tipped headstones.
 - Fr. reported Pete Hofacker recently cleaned all the roof gutters.

A number of these items will be added to the Maintenance Worksheet for follow up.

- Follow up items/topics:
 1. Cemetery Upkeep: Mark reported the mulching kits for the lawn mowers have been shipped. He will pick them up and install to alleviate grass blowing on the headstones.
 2. West Rental Home Repair: The septic problem at this rental has been repaired and resolved. However, renters reported two toilets are leaking. Mark inspected the leaks and called upon Andy Parker to make the repairs. Andy agreed to fix the problems by September 4. He requested the bathrooms be thoroughly sanitized before he makes the service call. Mark will share that message with the renters.
 - a. New Item: The gutters are falling off the house and need to be repaired.
 3. Hands-On Crew Volunteer: Cam Reese helped Mark with some shrub maintenance and Mark was very appreciative of his help. However, Cam did not commit to helping in the near future. Mark will contact him again in hopes he will agree to help again. No one else has stepped forward.
 4. East Rental Home Repairs:
 - a. Flooring: Completed. However now the doors on the carpeted area need to be shaved for easier opening. (Completed)
 - b. Roofing: Scott Wiater was contracted to complete the project. Scott originally told Mark he could get the job done by the end of September. (Completed)

- c. Garage Windows: Don Coonen will install and caulk once the windows are in.
 - d. Landscape: Lowney's are scheduled to take care of the landscape issues. Now just waiting for their scheduling.
 - e. The renters need to run the dehumidifier constantly to keep the humidity at a moderate level in the basement.
5. Window in Reconciliation Room: Mark is working with the Pella representative for possible free replacement as those windows came with a lifetime warranty.
 6. Wood Stain on the Church: Fr. Walter has agreed to the color Lynn Dorn painted as a sample on the church trim. Lynn believes the trim will need two coats. In order for this project to move forward, a lift will need to be rented in order for a painter to reach the top of the church cupola. The windows in the cupola also need to be glazed and caulked. The first tier of the staining has begun.
 7. Building and Grounds Steering Committee: Dave Calmes has agreed to be on the Building and Grounds Steering Committee. No one else has stepped forward.
 8. New Position: Mark reported his title is now Custodian at St. Edward School and Church; he is hourly and will be working Tuesday-Friday, four ten-hour days, 40 hours per week. Deacon Jeff will be handling custodial duties on Mondays.
 9. School Cleaning. Mark reported that Building Services contract to clean St. Edward School has been terminated. Mark will take over the cleaning, along with Deacon Jeff's help. At a meeting with School Principal Renee Cowart, Fr. Walter, Deacon Jeff and Mark, a "Daily Pandemic Cleaning", "Twice a Day Pandemic Cleaning" and "One to Two Times Weekly with Misting Machine" schedule was handed out, detailing cleaning tasks per the CDC and Diocesan requirements. These additional cleaning responsibilities result in the following time allotments: Daily Cleaning: 9.5 hours or 47.5 a week. with the additional Misting Machine duties equaling 4 hours, for a total of 51.5 hours of pandemic/regular cleaning per week.
 10. Building Services damaged the floor in the hallway at school, Mark has been in contact with Building Services and their insurance company. They have agreed to pay for damages; however, Mark is getting a repair bid from a flooring business to ensure the payment is fair and will cover the cost to repair the floor.
 11. As a result of the additional custodial cleaning duties due to the pandemic, Mark and Jeff's time for church cleaning and project facilitation is limited. Mark and Cathy discussed the following projects which will need a volunteer or lead person to manage:
 - Weekly weeding of church and school beds
 - Maintaining blue chips in school playground
 - Filling in and seeding the church entry to the west
 - Damp mopping the church as needed
 - Fill and seed trench holes in west rental
 - Repair west rental gutters
 - Church trim staining, cupola repair
 - Tuck point masonry around church
- Drainage Board meeting October 1st at the Town of Center Municipal building. There are drainage issues by the school. Father will talk with Mark about attending the meeting or sending a letter with the information regarding the issues.
 - The appraisal staking along Highway 47 is occurring to map out the future expansion of the highway.
 - North entrance of the school – concrete apron.

The next Finance Council meeting will be a joint meeting with the Pastoral Council, via a remote platform, on Thursday, November 12, 2020 at 6:30 pm.

Meeting adjourned, Dave Pierre made a motion to adjourn, Nicole Pietsch seconded, motion carried.

Respectfully submitted by Lynn Wildenberg