

Saint Christopher Parish Finance Council
Meeting Minutes
May 4, 2017

Members Present: Patty Howe, Fern Reilly, Deb Rufer, Jim Schroeder, and Fr. William Vernon

Absent: Jim Delaney

Call to Order: The meeting was called to order at 6:00 pm and opened with a prayer by Fr. William.

Catholic School Scholarship Program: Ryan Zakrzewski, member of the Parish Council, attended the meeting to present a proposal prepared by the Parish Council to support a scholarship program for parish members who have children attending a catholic school. He presented the plan and discussed the scholarship implementation, special offertory envelopes, and plan for announcements, applications, selection process in anticipation of providing scholarships by the fall of 2018. The Finance Council was supportive of the scholarship program, and agreed to provide \$10,000 in the budget for funding to support the program initially to be offset by contributions by parishioners.

Review and Approval of Minutes: The minutes of the February 15, 2017 meeting were reviewed. A motion for approval was made by Deb Rufer, seconded by Fr. William, and approved by the Council.

Profit/Loss Review: Patty Howe presented the year-to-date (July – April) profit and loss statement as follows. Total income YTD is \$643,778 (budgeted \$429,833). YTD expenses were as follows: salaries expenses were \$274,152 (budgeted \$243,635); liturgical expenses were \$10,440 (budgeted \$10,958); administration expenses were \$40,217 (budgeted \$40,727); building and grounds were \$70,911 (budgeted \$68,167); religious education was \$16,405 (budgeted \$14,492), outreach/social services were \$5,914 (budgeted \$7,542), assessments were \$29,024 (budgeted \$28,937), and net income YTD is \$223,715.

Other Business:

Budget Preparation 2017-2018: Patty Howe has appointments scheduled with office staff in the next two weeks to discuss program budgets.

Buildings & Maintenance Update: Fr. William informed the Finance Council that Marc Ganser of Ganser Co. met with members of the Building and Grounds Committee to do a walk through and assessment of the roof and other needed building repairs at St. William Church. Recently, Fr. William and the Building and Grounds Committee met with Marc to review his recommendation for the repair work. The Ganser Co. engineered a solution for the roof replacement, insulation, brick, and metal work for St. William Church. To save on costs, the cost of the solution was done in good will by Ganser Co. for no charge, and they provided quotes without markup to the parish for the subcontractor work. The Building and Grounds committee reviewed, discussed and the supported the proposal set forth. The approximate cost of the entire project if \$130,000 to include:

- Roof replacement – remove and replace shingle roof (installed by Ganser Co.)
- Insulation – spray foam fault and nave ceiling to provide a thermal break to prevent damage to plaster and save on heating and cooling (work done by Foam Tech)
- Masonry repair – re-tuckpoint all brick and stone (work done by Kirch Masonry)
- Metal Coping above Masonry – install copper coping to provide proper drip caps over top of masonry to help prevent cap and future tuckpointing (work done by Madison Sheet Metal)

Fern Reilly moved to approve the cost of this building project at St. William Church as proposed. The motion was seconded by Deb Rufer and approved by the Council.

Fr. William stated grading and trees have been trimmed in the St. Andrew cemetery. A certified arborist from Slater Diederich Tree Care was consulted and utilized.

Next Council Meeting: The next Finance Council meeting will be held in June in the Fireplace Room.

Closing Prayer: Fr. William closed the meeting with a prayer and blessing.

Adjourn: The meeting adjourned at 8:00 pm.

Respectfully submitted,
Fern Reilly