

November 20

St. Joseph Finance Council Minutes

Those present are highlighted in yellow:

Mike Kight, Chair	Father Brian Sattler	Joyce Woodward	Sheila Rahn
Lynne Larson	Loretta Barrett	Lois Blanchette	
cc - Jeannie Saccomanno Office	cc Bob Watkins, Chair Parish Council		

Minutes of October meeting were approved and forwarded via email to Jeannie on October 18. Future minutes will continue to be sent via email. They will be considered approved if there are no comments or corrections within two days. Comments should be sent as REPLY TO ALL, will be incorporated into the minutes and forwarded to Jeannie to post on the Parish web site.

Balance sheet and financial records reviewed. There are some adjustments that will need to be made.

The event center donation has been moved into a \$25,000 certificate for 13 months at 2.1 percent.

Money from Women’s Guild is forthcoming for steam table. \$1167.

Electronic pay from Pay Pal is done quarterly. Will ask Jeannie to advertise in the next few bulletins.

Work on the sanctuary has begun. Should be completed within three weeks. Financing for the project has been covered by pledges. These pledges are being recorded in Capital Improvement.

Chris Boza will have his site review available for the Parish Council by next month.

Dean is working with Avista on replacing lighting. There should be rebates available, and savings by switching to LED will significantly reduce expenses. Cost is estimated at \$5,000. FC approved this expense.

Approved a raise and a bonus for Jeannie and a bonus for Dean.

Awaiting update from Parish Council about heating system. Dean was going to talk with Pro Mechanical, and Bob hasn’t heard from him. Bob will talk with Dean and advise. He will also ask Dean to consult with Andrews Mechanical.

Father has again asked for the council to look into charging fundraising activities a 20% fee. We are awaiting policy and procedure information from the Parish Council.

At the request of the Diocese auditor, Bob Duft is reviewing the bank statements monthly. The Diocese requested a person not associated with the FC or money counting or check writing be assigned this duty. Bob has advised that all is well.

Next meeting will be Wednesday, January 15 at 12:45 p.m. at Pipeline.