

## Finance Board Meeting

January 8, 2019

Present: Father Mark, Donna Kemper, Joe Behrens, Melanie Bauer, Schellie Meiners, Dan Weitl, Donna Wessley – bookkeeper

Absent: Karen Prebeck

1. Reviewed minutes of last meeting
  - a. Motioned to accept – Donna
  - b. Seconded – Joe
2. Reviewed Balance Sheet as of 1/3/19
  - a. Added Templeton Telephone shares
  - b. Shares for Xylen & Harris Corp
  - c. Reviewed where funds are held for celebration fund
3. Profit/Loss Reviewed
  - a. Income monthly giving down 41%
  - b. Dinners Up – belong in Sacred Heart Guild
    - i. Parish tracks guild funds now
  - c. Reviewed Grain Sales
  - d. Bulletin Revenue
4. Expenses Reviewed
  - a. Assistant Priest salary – Father Schott
  - b. Bring someone else in goes under extra clergy
    - i. Deacons are 100% non-salaried
    - ii. We paid for retreat
  - c. Assessment is down pg 11
    - i. \$142K – not paid – we are putting in a as bill
5. Reviewed Check Register from 7/1/18 on
  - a. Page 19 celebration fund
  - b. \$40,000 income
  - c. \$50,000 expenses
  - d. Income from Street Dance was \$20,000 – was put in an expense account
  - e. Guild (pg 21)
  - f. Cemetery Fund
  - g. Memorial Fund
  - h. Maturity date should be 2019 now
  - i. Melanie made motion; Joe seconded to accept finance reports
6. Kuemper Assessment
  - a. Off # owe Kuemper \$147388.90
  - b. We are paid up to November with payments – we are one month behind
  - c. 7 more payments @ \$11881.19 each month

- d. Used celebration account to help pay Kuemper
- e. We are one parish (behind John Paul II) paid most
- f. Kuemper has to have 3 months reserve on hand
- g. Not sure what will happen 2020

7. Old Business

- a. Diocesan Financial Internal Control Norms
  - i. Updated again December 2018
  - ii. Reviewed changes
  - iii. Mail directly to office
  - iv. Parish handle all accounts
    - 1. Guild dues to office
    - 2. Fundraiser bills to office
  - v. W-9's
    - 1. Raffles
  - vi. Contribution Records
    - 1. Will be sending out via the website
  - vii. Grain donations
    - 1. There is a procedure we have to follow

8. Ministry 2025

- a. Father try to get more time with individual parishes
- b. Discussed holy days masses
  - i. Can only do 5
  - ii. Look at rotating
- c. Discussed holiday masses
  - i. i.e. Easter do Sunday in Templeton

9. Pastoral Council

- a. Need to work on this

10. Parish Soft

- a. Up and running
- b. Finish up some things
- c. Not a lot of emails
- d. Contributions no show up right away
  - i. How to get to-about, favorite links, top one takes to site, new user

11. DAA

- a. Sent out letters
- b. Have gotten stuff in since
- c. Will be in bulletin

12. Reconstitution

- a. Pastor right to reconstitute financial council
- b. Page 32 membership
  - i. Want to see guild treasurer (Kenzie Poday)
  - ii. Cemetary – anyone represent – anyone involved

- iii. Anyone else in parish good to be on
- iv. Review

13. New business

- a. Pg 36 – What Insurance Covers for us
- b. Pg 36 A – letter church building
  - i. The Steffes lot – is no longer ours
  - ii. We need to clarify – get act description – Joe to f/u on this
- c. Coverage for church – \$3 – 3.5mil to rebuild
  - i. Can go on variable amount – would decrease cost of insurance
  - ii. Do we want to make changes
  - iii. Insurance = \$685.13 per month
  - iv.  $68513 \times 8 = \$5481.04$

14. Roof

- a. Insurance said old roof
- b. Joe needs to f/u – did a drone
  - i. Mark Wes – 2 guys roof company and Jason Brincks
  - ii. All agree see damage but cant determine cause
  - iii. \$5000 ded parish
  - iv. \$25K catholic mutual
  - v. Can get lift and look at insurance company would cover

15. Stock owed – Reviewed

- a. Move or sale Xylen
- b. Harris unknown how many shared owned
- c. Sold Marriott shares
- d. 1 share to Templeton Telephone issued 1968

16. Church offering envelopes

- a. Box sets
- b. Many parishes using bi monthly mailed envelope sets
  - i. Can add add /remove what want for envelopes
  - ii. Cost is cheaper
  - iii. Helps increase income
  - iv. Proposal 2020
  - v. Schellie motion; Donna second
    - 1. We can star with new parishioners

17. Street Dance

- a. Everything stays same
- b. File same – date 7/3/19
- c. Insurance – all employer/volunteers complete online drivers course and complete information sheet
- d. If transport anything – running – needs to be authorized “drivers authorization form.” Helps to protect the parish
- e. Be safe; Drive safe – 15-20 minute video

- f. Look into prizes – not to give cash prizes or use blank checks
- g. Can't invoice beer or liquor – need to figure out

18. Improvements

- a. Tuck pointing
  - i. Meeting with parishioners to explain
  - ii. Need meeting to tell people
  - iii. Send out letter
- b. Roof Repair
- c. Front Steps

19. Next meeting 5/14/19 at 7 p.m.

20. Motion to adjourn by Donna; Joe seconded.

*Respectively Submitted - Mariachelle Meunier*