

St. Joseph Kellnersville
Finance Council Meeting Minutes
April 27, 2021

Finance Council meeting called to order at 6:30 p.m. by Chairperson Karen Peterson

Members present: Father Santy, Raquel Duescher, Roger Siehr, Karen Peterson and Paul Tisler.

Members Absent: Lois Biely, Joy Bonk, Mark Fogeltanz and Janice Schiesl.

Guests: Faith Formation Board of Education - Linda Schrubbe, Nancy Paul and Cindy Thelen

Opening Prayer was recited by all.

The March 23, 2021 minutes were reviewed and approved as written (Roger motion; Paul seconded).

Faith Formation Budget: The Faith Formation Program General Operating Budget was distributed. Linda, Nancy and Cindy explained there were two Confirmation classes' expenses this past year for 12th as well as 11th graders due to reverting to 11th grade annually again. Confirmation fees are included in Student Tuition revenue; there is no separate account. Spiritus is still one of the confirmation expenses which is believed to be charged per student. If a student is not currently enrolled in our Religious Education and wants to participate in our confirmation program, that student is charged their portion of retreat fees. Deacon Dan performs all other preparation requirements. There are currently 13 St. James and 6 St. Joseph's students being confirmed on May 16, 2021.

Regular tuition rates are not being raised due to enrollment struggles/home participation. All students have paid the last two years; however, they have requested Guardian Angel funds in the past to cover unpaid tuition. This is a separate account under Father's (Pastoral Leader) discretion for financial assistance. Faith Formation will now oversee Church Time; Fr. Santy will oversee Adult Formation. Catechist subscription line item may be removed as most volunteers obtain online resources. The current coordinator does not request mileage reimbursement; however, this line item should remain in the budget as zero. A 5% coordinator salary raise was included for 2021-22; first raise since started position in November 2015. Their General Student fund was used to purchase additional supplies due to COVID. As of March 21, this separate account had \$3,137.72. Finance Council shared the idea of holding a booth at our "in-person" fish fry to be visible, for donations, questions and possibly fundraise. We will review their proposed budget at our May meeting and notify Linda of results for their May 26th meeting.

Financial Report:

Profit and Loss July 2020 through March 2021 was shared; discussed these nine month's data currently resulting in a \$1,105.16 net income. Note Alice came on Thursday (4/22); return not scheduled yet. Raquel has journal entries to move amounts (cemetery must be physically moved to another account; special revenues which Alice entered as "other": votive/host & wine/booyah; Living Faith booklets), therefore, these are not final numbers. QuickBooks will show parish accounts only versus investments and interest which deceived previous reports (we always had to subtract for a "true balance"). A balance sheet will be provided after month end activities.

QuickBooks costs include a base fee plus \$44-46/month for payroll. St. James pays \$600 annually; however, Alice established St. Joseph as monthly. Alice is submitting expenses to the diocese; eventually may be a debit to our bank account.

Cemetery Update:

The granite bricks are printed; however, not installed. Raquel received Hoffmann Monuments' bill.

Maintenance Update:

Maintenance investment account is around \$69,000. Concern raised with the \$5,495 estimate to repair the steps, sidewalk, and drain tile if not 100% covered by donor. There are approximately \$4,900 monthly maintenance funds which \$2,500 will be paid for roof repair leaving \$2,400 to assist with other expenses.

Old Business:

*Website: Karen requested feedback for the progress on our portion of the joint site. The site still needs updates before "completion"; all assistance is encouraged and appreciated.

*Trust monies (Sauer and Frelich Money Market until next fiscal year): Reported our other diocesan investments (around \$30,000) doubled in nine years; however, we can only pull earnings if we go that route.

*Fr. Santy's prayer mask project: Fr. Santy likes the quality of the donated white reusable masks. A bulletin announcement was submitted; however, it ended up in the St. James section indicating both parishes. Project is considered complete just adding signage; we will continue to encourage parishioners to wear reusable masks.

*Fax machine: Karen contacted the office with recommendation to try selling it through any free media and dispose if no buyer.

New Business

*Meeting Schedule: We will plan to meet June 22 at St. Joseph to finalize the budget. We discussed meeting twice in fall August and October versus September and November. Karen will post August 24 and October 26 on the website.

*BP Gas station: Gas for lawn maintenance (church and cemetery) is charged through Maribel Grain. Their staff won't keep an approved list; however, Raquel checks signatures from these two families reconciling the monthly bills.

*Compass: Fr. Dan Felton was named Bishop of the Diocese of Duluth, MN. We are participating in a \$250 farewell ad split with St. James. Fr. Dan will be ordained May 20, 2021 and will immediately start his new appointment.

Fr. Santy's thoughts

Bishop's Appeal 2021 assessment is \$13,305; we have \$1,350 balance. Fr. Santy offered to cut his hair as incentive if both parishes reach their goal.

The diocese encouraged international priests not to go home this summer due to increased COVID cases in India and Philippines. The other issue is expiring visas; however, their working papers are okay. Fr. Santy plans to renew his visa by December 31, 2021. Reminder, diocese is not invoicing parishes for international priests from March to May 2021.

*Next meeting is scheduled for May 25, 2021 at St. Joseph.

Motion by Roger Siehr, seconded by Paul Tisler to adjourn meeting at 8:08 p.m.

Respectfully submitted,

Karen Peterson