

Minutes-Finance Council
01/06/2015
Holy Spirit Parish

Present: Greg Mayer, Angela Thomas, Father Bob Kollath, Bill Vande Voort, Roy Verstegen, Tim Wyngaard, Melody Buchinger, Patty Vande Voort, Kristin Ausloos and Jon Probst.

1. Welcome
2. Group prayer was led by Father Bob.
3. Jon Probst was assigned minute taker.
4. Greg Mayer was assigned time keeper.
5. Building and Grounds Darboy Church Remodel Campaign:
 - a. Bob Buchinger reviewed the remodel options for the Darboy church as well as the cost to each option. The committee chose three options for painting, stenciling and lighting. The total bill for the options chosen was approximately \$98,000. The Committee suggested that a Capital Campaign be used to generate the funds.
 - b. Painting - The estimate put forth by Northstar Contracting will come down somewhat because the cost of the gold leaf painting is also included in the original estimate of the Stenciling.
 - c. Stenciling – Affiliated artists came up with several options. Scheme II was the option recommended by the Committee.
 - d. Lighting - Due to the lighting being a safety concern, the Council requested that the Buildings and Grounds Committee get an estimate on the cost of replacing the lights instead of just repairing them.
 - e. Discussion was had generally about postponing the painting, stenciling and flooring until the next budget due to the recent Cathedral Corp capital campaign.
 - f. The Council made a motion and seconded it to direct the Building and Grounds Committee to get an estimate for replacing the lights in total and to provide that information by the next Finance Council meeting. It is anticipated that the lights will be replaced prior to the budget cycle because of concerns about their safety.
6. The minutes from November 20, 2014 meeting were reviewed. There were no additions or modifications and were approved unanimously.
7. Script Oversight Committee:
 - a. Bill Vande Voort updated the Council that procedures are now being reviewed.
 - b. Training has been completed on the Great Plains software. They are now in the process of implementing script into the Great Plains system.
 - c. Due to a retirement, there will be an additional check signer decided upon by the Script Oversight committee.

8. Business Administrator Report:

- a. The November financials show that tithing is now within a \$1000 of the YTD budgeted amount. Other income is down about \$13,000 against YTD Budgeted. Expenses are up about \$25,000 over YTD amount budgeted. The net numbers show a negative \$37,000 against the YTD amount budgeted. This is an improvement of approximately \$30,000 from October 2014 Financials.

9. Patty updated the Council on Cathedral Corp., Increased Offertory Program. Currently, 37% of the entire membership responded. The increase would be \$1,733 per week or \$90,114 annually. This includes 37 former non givers who have now pledged to give each week. The non givers have pledged \$272 per week which calculates to \$14,155 annually. This is an increase of 9.36%.

10. Staffing Evaluations:

- a. Angel has received a report which she will be reviewing for our parish staffing analysis. After review of the report she will have more information at the next meeting.

11. Education Committee:

- a. Carrie Gossens presented the proposed school budget. The parish subsidy will remain at \$266,141. Tuition will be increased by \$150 to \$2300 per student annually. Librarians will now be volunteers. Additional revenue of \$10,000 for extended care will be utilized. A drop of \$4400 in teaching and instruction due to more online resources being utilized.
- b. A 2% wage increase for staff will be implemented. Holy Spirit Parish will now cover 70% of medical and dental coverage.
- c. Enrollment has been up the last four years. Due to the opening open enrollment and the opening of a middle school at St. Mary's school, a decline of enrollment is expected this year.
- d. A motion was made and seconded to approve the education budget as proposed. The motion was unanimously approved.

12. The next regular meeting is set for January 22, 2015 at 6:30 pm in the Parish Center in Kimberly.

13. At the conclusion of the regular meeting the Council went in to Executive Session