

HOLY ROSARY FINANCE COUNCIL  
MEETING MINUTES  
JANUARY 29, 2016

Finance Council Members Present: Chairman, John Klinzing, Rich Halfmann, Tom Fleming, Jim Burnett, Paula Pethan and Trustee Dan Schirmer. Staff Present: Joe Zenk, Deacon Pat Knier and Sue Phillipi. Building and Grounds Committee representative, Jim McNally. Bob DeBoth was present as a guest.

Meeting called to order by Chairman Klinzing; opening prayer led by Deacon Pat Knier.

The minutes of the November 17, 2015 meeting were reviewed on motion by Tom Fleming and seconded by Dan Schirmer. The minutes were approved unanimously.

The October, November and December financial reports were reviewed with the following notations being made:

- What has been referenced as the Parish Life Center account which has a zero balance at the present time, will be maintained as the Parish Life Center account through this fiscal year ending June 30, 2016. After June 30, 2016, the Parish Life Center account will be removed from the financial statements as it has a zero balance.
- Carried over balance from 2014/15 will be identified as Retained Earnings as identified in the November minutes.

Motion for approval of the October, November and December financials by Jim Burnett and seconded by Tom Fleming and passed unanimously.

Sue Phillipi raised the issue of how to allocate the expenses for the church bell tower. It was agreed that it has been funded partially from the excess collection on the speaker system and partially from building and grounds fund.

As further explanation of financial reports, Rich Halfmann had been provided a statement that applied only to building and grounds which consisted of an indication of monies spent or expended through building and grounds and where those monies had been appropriated from. That report will be given to the finance council with their packet of information in advance of monthly meetings in the future.

Discussion was had regarding the custodial position. Paul has been back in the hospital and we are unsure when he will be returning. His relative, Bob Abler, has been filling in and doing a wonderful job. Bob Abler is a plumber by trade. He will be gone in February for a week. The only payments we are making on behalf of Paul at this point in time during his recovery are the payments for vision insurance which are \$15.00 per month which are being paid and shall be continued because the re-application process for vision insurance is difficult. Paul is not being paid worker's compensation. When Paul is able to return, we will make sure we are advised of his work restrictions and that he works within those restrictions. Basically, we are on a wait and see with Paul.

The snow removal issue was discussed. The individual that was hired in December didn't work out. Joe and Sue will be looking for a replacement. They have a couple of leads. A \$700.00 simplicity snow blower has been purchased and it is working quite well.

The issue of a potential audit of the parish financial records was again discussed. John Klinzing will work with Sue over the winter. It is anticipated that we will have the issue of the format for an annual report on the agenda some time this spring so when the books close for the fiscal year on June 30, 2016, Sue will be in a position to complete an annual report and the finance committee as well as the parish council can have it in advance of the October annual meeting.

The issue of the Bishop's Appeal proposal was on the agenda. Joe Zenk has asked the Diocese for relief from the outstanding balance that we carry as a liability from past Bishop's Appeal shortfalls. Joe will be meeting with Diocese representatives and this will be brought up at a future meeting.

The issue of a lenten project was discussed. The parish council has indicated the parish will be committed

to a lenten project. 2016 has been declared as mercy by the Pope. The parish council will be looking at tying in hands-on projects as well as donations and there will be extra collections during lent with the envelopes in the bulletin. More information to follow.

#### Buildings and Grounds:

- The fire department has requested a lock box on the premises in case of fire. The cost would be \$290.00. The fire department puts it in. We pay the cost for purchasing the box. They then have a master key for lock boxes in the community. Jim McNally and the building and grounds committee should proceed to take care of this and have it performed by the fire department.
- The parish did purchase a Simplicity snow blower for \$700.00 and it is working well.
- The issue of storm windows on the church was discussed. Jim McNally is getting quotes. We expect it to be rather costly. There are breaches in the window casings on the church where the church in areas is actually exposed to the elements. There are 24 windows. Buildings and grounds is consulting with the utility department and focus on energy as to what the savings would be. We may be looking at a caulking project rather than storm windows due to cost.
- There is condensation on the north wing doors of the church. The buildings and grounds committee will look into that.
- Jim McNally and the building and grounds committee did obtain a camera for security on the front door. The unit they obtained at Wal-Mart was not working and was returned. The buildings and grounds committee has suggested another type of security camera which goes directly to a DVR with the two cameras and the DVR having a cost of approximately \$349.00. Jim McNally and the building and grounds committee will firm this up and get back to the finance council.
- Discussion regarding plaques for the library. Buildings and grounds will work on this with Sue Phillipi to identify donors and their gifts and where gifted towards without setting exact amounts.
- Discussion regarding the old keyboard. We don't think it is worth anything. There will be a notice put in the bulletin that if anybody wants the old keyboard, they can have it without cost, but they have to remove it. If no one steps up to take the keyboard, it will be put out for bulky waste in the spring.
- Ceiling damage from the roof leaks in the school were addressed. Bob Abler will be checking on this. If we can't get someone associated with Bob to take care of it, we will consult with Crown Services.
- Discussion regarding the old communion rail. We know it has been disposed of and we think it has been disposed of with a fellow from Elkhart Lake. Jim Burnett will check on this. (The prayer and worship committee is working with the individual from Elkhart Lake who received the communion rail. He will be providing a print to be used in the church in return for the rail).
- Discussion on the baptismal fount. There will be further checking. St. Ann Parish just put one in. We are trying to minimize costs.

Next meeting - Finance Council Meeting - February 16, 2016 at 6:00 P.M.

The meeting was adjourned.

Respectfully submitted,  
Jim Burnett  
Acting Secretary