

HOLY ROSARY FINANCE COUNCIL
MEETING MINUTES
MAY 17, 2016

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

Meeting called to order at 6:30 P.M.; opening prayer led by Deacon Pat Knier.

The minutes of the April 19, 2016 meeting were reviewed. Motion by Dan Schirmer and seconded by Rich Halfmann to approve the minutes. The minutes were approved unanimously.

The financial statements and the April financial reports were reviewed and with a motion by Paula Pethan and seconded by Mary Ann Dietz, the reports were approved unanimously.

Building and Grounds:

1. As to the school boiler/heating update, it is noted as follows:

- a. Jim McNally and Rich Halfmann reported that we don't have any prices on the boiler as yet. They indicated it was \$3,000.00 to \$5,000.00 to repair it.
- b. If we replace it, the building and grounds committee is leaning towards a hot air/forced air furnace. Once the prices and quotes are received, they are to be provided to Sue Philippi. She will get them out to the committee members, and we will discuss them by email and determine if a meeting is necessary before the next finance meeting scheduled for June 21, 2016 at Holy Rosary.
- c. Through the discussion, it was indicated a steam boiler replacement was going to be a minimum of \$70,000.00 and yet we are probably looking at something over \$100,000.00 to replace the heating system with the hot air/forced air furnace.
- d. Discussion was had as to taking this issue to the parish at a town meeting and advising the parish that we really have two options: (1) limp along with the boiler and continue to put money into it so as not to have a large capital expenditure at one time but the boiler is old and failing or (2) put in excess of \$100,000.00 to replace the heating system.
- e. Discussion was had that given the fact we have a budget of total income of something between \$300,000.00 and \$350,000.00, we cannot in one year handle the replacement of the boiler. If we are to replace it, there would be approval required by the diocese as to how it is financed.
- f. We are expecting quotes from Paul Mannenbach and Kohlman.
- g. Motion to table by Rich Halfmann and seconded by Mary Ann Dietz; motion passed; Sue Philippi will be getting us information as to how much the school is used; the activities that take place in the school, including the gymnasium, kitchen and all parts of the school. We will then review the costs.
- h. Dan Schirmer brought up the fact that if we are not going to do anything at all with the boiler, we have to look at the cost of demolition.

2. Electrical wiring update. Jim McNally reported that the sign was completed for \$407.00, under budget, the camera (8 cameras rather than 4) was completed for \$1,578.93, under budget, the timer was completed for \$40.00, under budget, the caulking was completed for \$494.00, under budget, and the fertilizer was completed for \$126.32, under budget.

3. As to the computer server update, it was determined that it was a communication issue and Tri-County Electronics did correct it and we will be getting a bill of something approaching \$200.00.

Budget:

1. Sue Philippi prepared a draft of the budget with indications of changes. We had discussions in many areas as follows:
 - a. We know revenue has been decreasing a bit in the area of envelope collection. After a great deal of discussion, it was determined to modify the budget with an expectation of \$230,000.00 in expected envelope collection, down \$5,000.00 from the prior budget.
 - b. Discussion was had regarding the change the parish will experience as a result of Fr. Harry's retirement.
 - i. We will have decrease in revenue in that we will not be receiving the rent .
 - ii. We will have less expenses in the cost of a housekeeper, but we will have costs in the form of mileage for the visiting priest(s). This will be a greater cost to the parish with the best estimate that Sue has provided us of about \$9,100.00 for the July 1, 2016-June 30, 2017 year.
 - iii. There will be issues as to whether the visiting priest will stay over Saturday night which will decrease mileage.
 - iv. We noted that initially the budget would be \$17,000.00 in the black. Taking the expected revenue down by \$5,000.00 decreases that net profit. The figure of \$9,100.00 is already considered in the proposed budget.
 - c. In keeping with last year's efforts to meet the budget on revenues, the finance committee did agree that there will be a newsletter sent out to parishioners as to where we stand with the budget and the need for parishioners to try to increase their contributions between now and June 30, 2016. Joe Zenk and Joe Klinzing will write up the message. That message will then be used to provide an oral message to the parishioners at the June 4-June 5, 2016 masses. Mary Ann Dietz is checking her schedule. She knows she can do one of the masses at Holy Rosary. John Klinzing and Jim Burnett could each do the 10:00 A.M. mass on June 5, 2016. Mary Ann will get back to us and we will determine who is providing the oral message to the parish.
 - d. Salaries. After discussion within the finance committee, a motion was made by Mary Ann Dietz and seconded by Dan Schirmer and passed to provide Holy Rosary employees including Deacon Pat Knier, Sue Philippi, custodial staff and housekeeper with raises of 2½% of their existing salaries. Discussion was had that the finance committee believed Joe Zenk deserved an increase. Joe, despite the finance committee desiring to provide him with a raise, declined it and asked that we not provide him with a raise and therefore none was given.
 - e. A question that was not addressed while Sue was present, is within the area of building and grounds expense category as to why buildings and grounds maintenance was \$19,600.00 in 2014-2015 and is budgeted for \$14,000.00 for 2015-2016. We will ask Sue to address this in an email to the committee. It may require further discussion at the June meeting.
 - f. Discussion was had that both Paul and Bob will be returning as custodians as budgeted within the budget.

Motion to adjourn by Dan Schirmer and seconded by Mary Ann Dietz. The meeting was adjourned.

Next meeting - Finance Council Meeting - June 21, 2016 at 6:30 P.M. in Mary Queen of Peace Room, Holy Rosary

Respectfully submitted,
Jim Burnett
Acting Secretary