

HOLY ROSARY FINANCE COUNCIL
MEETING MINUTES
JUNE 21, 2016

Finance Council Members Present: Chairman, John Klinzing, Rich Halfmann, Mary Ann Dietz, Tom Fleming, Jim Burnett and Trustee Dan Schirmer. Staff Present: Joe Zenk, Deacon Pat Knier and Sue Philippi. Building and Grounds Committee representative, Jim McNally. Cemetery Committee representative, Elroy Schreiner. 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 May 17, 2016 meeting were reviewed. Under Budget ¶1(b)(I) the words “and if we don’t have weekly masses, the weekly offerings would disappear” are deleted. With that deletion, motion to approve by Mary Ann Dietz and seconded by Tom Fleming. Passed unanimously.

After substantial discussion of the May financial reports, motion to approve the May financial reports was made by Jim Burnett and seconded by Tom Fleming and passed unanimously.

Attached as Exhibit 1 to these minutes is the handout received from Sue Philippi which is the Projected Income/Expenses for Balance of Church Year 2015/16. This handout demonstrates monies available to be designated for use including debt retirement of \$39,373.61. Discussion was had regarding what obligations should be paid including the Bishop’s Appeal wherein we should owe something not more than \$3,800.00 by October 1, 2016. We have made an arrangement with the diocese that as long as we remain current with our annual goals, the diocese would reduce our outstanding obligation by 25%. Sue had discussions with people at the diocese who indicated we should hold off until we get our final billing from the diocese which will be by October 1, 2016 which we expect to be not more than \$3,800.00 and we pay it at that time. That would be paid out of 2015-2016 income/budget.

As to the surplus, we will pay off the Cathedraticum of \$3,665.00 as well as the Leo Benevolent of \$3,807.00. The balance will be held in retained earnings after paying the Bishop’s Appeal.

As to the retained earnings, we believe we will require approximately \$10,000.00 in capital outlay with the balance of approximately \$18,000.00 being continued in retained earnings.

Motion by Tom Fleming and seconded by Dan Schirmer to use the funds referenced in Sue’s Projected Income/Expenses for Balance of Church Year 2015/16 as outlined above. Passed unanimously.

Building and Grounds:

1. Rectory:
 - a. The sum of \$2,000.00 has been set aside to clean the rectory. We have issues with the potential for painting the rectory and window treatments for the rectory that will be addressed by building and grounds. As to the office, there may be a reallocation of space.
 - b. We do have to keep in mind the weekends in July where a visiting priest may be staying overnight at the rectory. We have to make the rectory suitable to accommodate the visiting priest.

2. Church/School/Grounds:

- a. Timers. The timers are in the main wings. They are working well and have been paid for. Authorized to do the same in the north and south wings but not to exceed \$100.00.
- b. Paul Ausloos has been back since June 1, 2016. He is doing his job well which includes cutting grass.
- c. Door. The door to the north parking lot from the school is in need of repair. Consensus was that building and grounds committee complete the repair to that door not to exceed \$500.00.
- d. Boiler/HVAC. There was substantial discussion regarding the boiler/hvac which included the following:
 - i. Possible bids/proposals. We have received none.
 - ii. The building and grounds committee and John Klinzing believe we are going to spend \$75,000.00 to \$80,000.00 to replace the steam boiler. A new system, would cost \$120,000.00 to \$150,000.00. Joe Zenk pointed out that anything in the \$100,000.00 range is going to require diocese approval. The diocese will require 50% of the money down either in cash or in pledged money. Once you get that 50% down, you can move ahead with the project and figure out your financing.
 - iii. We have issues whether we continue with a steam boiler or a new system.
 - iv. A conclusion was reached that we had to repair the existing system which we know is money being spent that won't aid a new system, but we can't get approval and financing for a new system before fall and therefore the building and grounds committee on motion of Tom Fleming and seconded by Jim Burnett are to determine how to get the boiler repaired as best as we can to get it through the next winter. Building and grounds is not to spend more than \$5,000.00 for repair and if more than \$5,000.00 is required, it is to be handled by email among the finance committee. Motion as stated above passed unanimously.
 - v. A committee of Jim McNally, Rich Halfmann and John Klinzing will obtain quotes from Mannenbach, Kohlman and anyone else they can find to deal with this issue.
 - vi. We know we have to take this to the parish to have a town hall meeting and have parish input.
 - vii. Mary Ann Dietz read a letter from an anonymous parish member of more than 60 years at Holy Rosary objecting to putting money into the heating system at the school because we no longer operate it as a school.
 - viii. The issue of the boiler may be discussed at the special meeting in July, but that is the second issue on the agenda which will be addressed later.

- e. Photocopy Machine. Sue Philippi provided four proposals from Ross Imaging, Marco and MBM. The Marco proposal is her preference and she had good basis for her preference. Joe Zenk recommended going with Marco which includes the Konica Minolta 454e at \$2,219.88 a year in annual cost. Motion by Jim Burnett and seconded by Rich Halfmann to go with the Marco proposal. Passed unanimously.
 - f. Snow removal. This is to be discussed by Jim McNally and Joe Zenk.
3. Cemetery:
- a. Reports by Elroy Schreiner representing the Cemetery Committee. He reported as follows:
 - i. The Cemetery Committee approved Paul Freund being paid \$14.00 per hour rather than \$13.50 per hour. Motion by Tom Fleming and seconded by Mary Ann Dietz to pay Paul Freund \$14.00 per hour retroactive to January 1, 2016.
 - ii. Lot cost at Holy Rosary Cemetery is \$300.00. The Cemetery Committee is proposing that 25% of that cost be for perpetual care rather than the 30% previously. On motion of Tom Fleming and seconded by Dan Schirmer this was passed unanimously.
 - iii. Two burials per site are being allowed at the cemetery given the increase in cremations.
 - iv. The Cemetery Committee wants authority to go with a plan that is described as second right of burial. It is suggested that the cost for the second burial on the same site, after the lot cost of \$300.00 is paid for the original lot, be \$150.00. Motion to incorporate this proposal made by Jim Burnett and seconded by Tom Fleming and passed unanimously. This policy will commence on July 1, 2016.

New Business:

Discussion regarding the potential for a special summer meeting. We don't have a scheduled meeting until September 20, 2016. We want to discuss the annual meeting, setting the date for the annual meeting and the outline of the booklet, what will be included in the annual booklet and reports to be included. This is the priority to be discussed at the special meeting which is now scheduled for Tuesday, July 19, 2016, at 7:00 P.M. at Mary Queen of Peace, Holy Rosary School. We are dedicating no more than 1½ hours for this meeting. In the event the Building and Grounds Committee has bids or information on the boiler/heating ventilation system, that will be discussed provided there is time.

Meeting adjourned.

Special meeting - Finance Council Meeting - July 19, 2016 at 7:00 A.M. in Mary Queen of Peace Room, Holy Rosary

Next meeting - Finance Council Meeting - September 20, 2016 at 6:30 P.M. in Mary Queen of Peace Room, Holy Rosary

Respectfully submitted,
Jim Burnett
Acting Secretary