

HOLY ROSARY FINANCE AND PASTORAL
COUNCILS JOINT MEETING MINUTES
SEPTEMBER 20, 2016

Meeting called to order by Joe Zenk.

Joint Session:

- I. Deacon Pat Knier led us in prayer.
- II. All members of each council were present and introduced.
- III. Reminder of annual meeting of October 23, 2016 at 11:00 A.M.
- IV: Fr. Harry Berryman. Fr. Harry moved to Green Bay to his residential apartment on September 14, 2016. Visitors would always be appreciated.

Fr. John Gerotti. Fr. Gerotti is being well accepted and the Parish is enthused with having Fr. John Gerotti with us.
- V. Joe Zenk mentioned that Long Range Planning was going to have to be considered by the Parish Council and as it affects financing, referred on to the Finance Committee. The question is where we will be going as a parish in the next three to five years?
- VI. Joe Zenk reviewed the Altar Transition. Joe has been with us many years and we are happy to have Joe with us as a parish leader for all three parishes. Joe Zenk believes his role on the altar during the mass celebration should be modified. He is a lay person and he will remain a pastoral leader, but will sit in the midst of the people in the congregation during mass celebrations. Joe Zenk will still do announcements, meet and greet parishioners and remain in his position with all three parishes. However, he is modifying his role on the altar and will only wear an alb on specific occasions. All of this is Joe's decision. He wants all three parishes and the parish leaders to be aware of this so when questions arise, the questions can be answered.

Finance Meeting:

The minutes of the June meeting were reviewed. On a motion by Mary Ann Dietz and seconded by Jim Burnett, the minutes were approved.

The July special meeting minutes were approved on a motion by Jim Burnett and seconded by Tom Fleming.

The August financials were just received by the Finance Committee and were not discussed.

Lengthy discussion regarding the Parish Profile and Financial Report. Sue did a very good job with the report. On the suggestion of members, the following modifications and changes will be made:

1. At page 14, there will be two columns added to the Parish Statistics as to the demographics including a percentage of contribution and total contributions based on the demographics.
2. The special collections for the keyboard and the bell tower will be identified, not by amount but by contributors.
3. Corrections were discussed that Sue will make and adjust at pages 20 to 21.
4. Although a change is not required, there was discussion regarding the actual monies spent versus the budget for 2015-2016 and the budget for 2016-2017 as to parish salaries/lay employees. It was noted that the budget for 2015-2016 was \$63,800.00 for that expense yet \$52,355.07 was actually spent. The budget for 2016-2017 is \$62,501.00.

This is an issue the parishioners usually question. There is an exact application for that deviation in that we had Paul our custodian off for a lengthy period of time and we had budgeted money for a youth minister that has not come to fruition. These will be noted as explanations to be made at the parish meeting.

5. Although not noted in the annual report as a budget item, know that we have an issue regarding the heating system which will be discussed later in the minutes. John Klinzing will be prepared as to the expected repairs and the fact that we are setting money aside for capital improvements with an eye toward the replacement of the heating system which we are still receiving quotes on.

Motion by Jim Burnett to approve the 2016 Parish Profile and Financial Report and the June financial report and seconded by Dan Schirmer and approved.

New Business:

Sue raised the question of the savings account. Given our past action by the Finance Committee, we had allocated \$7,600.00 to pay off the outstanding debt other than the Bishop's Appeal. We had a profit for the 2015/2016 parish year of \$34,705.00. We have had discussions about an allocation towards capital improvements and reserving money for the Bishop's Appeal current debt. Motion by Tom Fleming and seconded by Dan Schirmer that one-half of the profit for 2015/2016 that being \$17,352.50 will be set aside in a separate account for future capital improvements; the other half \$17,352.50 will be reserved for payment of the Bishop's Appeal current liability, and after payment of that liability, the balance remaining will be established in a Special Reserve Account by Sue.

Building and Grounds Committee:

1. Boiler. Jim McNally provided an estimate from MTI of Green Bay to repair the boiler system, clean out, test and replace a tube that is leaking. If there are more tubes leaking, the cost will go up. We are hoping to repair it to get it through this year. If all of the tubes in the upper bank required replacement, it could be approximately \$7,800.00. However, the contractor, MTI, has worked on our boiler before and really believes only one tube will

require replacement and he suggests that only the actual leaking tubes be replaced and that we don't replace all tubes in the upper bank. On motion by Tom Fleming and seconded by Rich Halfmann, authority is given to the Building and Grounds Committee to repair the existing boiler through MTI of Green Bay in an amount not to exceed \$3,000.00 and to do everything possible to have that repair done before the annual meeting scheduled for October 23, 2016. If the cost is going to exceed \$3,000.00, Joe Zenk will be notified and emails will be sent to all members with decisions as to modification of this action being considered.

2. Rectory Cleaning. We had previously allocated \$2,000.00 for the rectory cleaning. We know painting and cleaning of the carpeting is going to be required. We had a quote from Crown Services of \$3,525.00 for the painting and \$365.00 for the carpeting. We also need to know that new curtains and blinds are required. It is not an immediate problem and therefore it was decided on the consensus of the committee that John Klinzing and Jim McNally will do a walk-through and determine what is required. Joe Zenk will be involved in that walk-through and decision-making process and report back to the Finance Committee.
3. Snow Removal. Paul Ausloos will be cleaning the sidewalks and G & H Trucking will be cleaning the parking lots.
4. Table Replacement. Discussion was had regarding replacement of existing tables for the gymnasium. Our tables are old and quite heavy. On motion by Dan Schirmer and seconded by Jim Burnett, the Buildings and Grounds Committee is authorized to deal with Melissa at True Value Hardware. When she is making a purchase and we can get the best deal available, we will purchase a bundle, which will either be 21 or 26 tables, at an approximate cost of \$100.00 per table and therefore not to exceed \$2,600.00. Buildings and Grounds Committee will reach out to the Christian Women/Knights of Columbus and Holy Name Society for contributions.
5. Telephone/Internet/Cable Services to Rectory. Sue is going to cancel the cable television and make sure we have a television that provides basic channels. As to the telephone and internet, further research will be done as to Charter and Frontier. Jim McNally will help Sue with that issue.

Next meeting - Finance Council Meeting - October 18, 2016 at 6:30 P.M. at St. Peter & Paul

Respectfully submitted,
Jim Burnett
Acting Secretary