

Date: September, 2006 Parish Council

## **Business Office Report Submitted to PARISH COUNCIL**

Activities for August, 2006:

Included in this packet is the August, 2006 financial report. The checking accounts, D & L savings accounts with the Archdiocese of Dubuque, and Endowment fund statements are reconciled. The parish income and expenses reflected income of \$25,580.12 for the fiscal year. At this time of the year the church income and expenses should be 16.67% of total budget. Income above 16.67% is good. Expenses under 16.67% is good.

- The preschool remodel project has been completed and the preschool room is in use. While all construction costs are not yet in, it is anticipated the total cost of the project will be approximately \$28,000 prior to preschool project cash donations of \$2,500. Many hours of volunteer labor were also donated.
- Church and Social Hall roof leaks have been addressed. Central States Roofing has performed the necessary repairs. We have been having performance issues with the air handling unit at Church. Mechanical Comfort has isolated and corrected some of the problems. Will have the facilities committee review additional recommendations made by Mechanical Comfort to improve performance.
- The Narthex tile floor was cleaned then sealed with a tile and grout sealer. Door's Inc is in process of keying the doors for the Church, Narthex, Social Hall, and Offices. Keying is not complete. Night security should improve with working door locks.
- On September 10<sup>th</sup>, the St. Cecilia fire alarm system was activated as a result of a water leak that shorted out a smoke detector. I escorted the Ames Fire Department Firemen through the Church and Education Center facilities complex; fortunately, it was a false alarm. The exercise resulted in the sharing of some recommendations to avert potential damage to doors by installing a knox box for keys to doors and alarm systems that can be accessed only by authorized church personnel and the fire department.
- The building project is nearing completion. The punch list is being worked by the contractor. Current building loan outstanding is \$1,446,500. Anticipate the total loan to approach \$1.6 million.

Respectfully submitted,

Jerry Greving  
Business Mgr.

\*Parish members may obtain a copy of the financial report tables submitted with this report at the Parish Office.