

## **Saint Cecilia Parish Finance and Administration Commission regular monthly minutes**

Date: February 9, 2010

Location: Conference Room

Members Present: Jerry Greving, John Nelson, Father Jim, Char Van Kerckvoorde, Tim Simodynes, Rick Hoenig, Greg Stejskal and Randy Dalhoff (chairperson)

Meeting started at 7:00pm.

Garage remodel – Meeting Space addition – is in progress. A three bay storage facility will be erected. Remodeling plans are being put together and many people with construction backgrounds are donating time and materials to the project. Still need to make more appeals for funds to the parishioners.

A better maintenance program was setup for the Education center and Church heating plants. Some fixes were done and more will be done shortly to provide a better working plant.

### **John will be putting together a brief as part of the proposal to the Parish Council to form a Long Range Facility group.**

The Tuition Assistance Committee Charter is approved as amended. **Tim will make a final document with the approval date as part of the document.**

FY11 budgeting still in progress. The BOE financial group is working on the School budget. The RE, YM and Preschool budgets should be done shortly after the School budget is done. Church budget is in the beginning stages.

A parish draft Question & Answer pamphlet was presented. Suggested changes should be sent to Jerry with the intent of approving the wording at the next meeting. The information is to be disseminated via paper and the parish web site. The pamphlet contains questions commonly asked of the staff and parish committees.

The Gala was successful again. Numbers are not final but Fund-A-Need was over \$30K and net Gala proceeds will be around \$100K. Next gala is scheduled for February 4, 2011.

Jerry showed the archdiocesan report of parish demographics. The staff has access to demographics of other parishes in the archdiocese also.

Proxies to take care of the past purchase of the pastor's residence and deed to the electrical easement property have been processed. The archdiocese did not have a record of receiving the residence purchase proxy.

Youth Ministry has implemented the practice of parents and children signing contracts for trips to impress on the families the need to be committed to financing the trip.

Meeting adjourned at 8:50 pm.

Submitted by Randy Dalhoff