

Saint Cecilia Parish Finance Council regular monthly minutes

Date: September 14, 2010

Location: Conference Room

Members Present: Father Jim, Rick Hoenig, John Nelson (vice chair), Dick O'Neil and Randy Dalhoff (chair)

Also present: Jerry Greving, Char Van Kerckvoorde and Brandt Snakenberg

Meeting started at 7:05pm.

The meeting opened with a prayer.

Three items were added to the agenda: Fee payment of persons wanting to attend Lay Ministry Formation, CEW money request, and Disaster Recovery Planning

In clarifying the Business Manager report, all the Gala Enrichment Fund monies have been allocated to approved applications. The allocation process went well.

There will be a push to gather contributions to pay the remaining \$20K of the meeting rooms remodel project. If monies cannot be collected then use of savings or the building improvement fund will be used. It was proposed that pictures of the saints for whom the rooms are named be posted in or near the rooms with verbiage about each saint. New rooms will be St. Louis and St. Elizabeth of Hungary. The existing St. Francis and St. Clare rooms would also get signs.

A facilities group will ask people of the old Good Shepherd parish to delineate the facility and grounds needs for the property in Jewell. Evaluation of what can be accomplished will then be done.

The meeting rooms remodel project is almost done. There is some roofing to be done yet. The rectory remodel is also in its final stages. There are some furniture and wall/windows treatments to be put into place.

The abandoned restrooms in the church are being cleaned out and made into better storage space. May move an existing washer and dryer in one for parish cleaning use.

The heating/cooling piping in the Education Center has been flushed and fluid replaced.

Brandt was concerned that no written long term facility upkeep and equipment replacement plan in place. There is still an effort to do this. Meanwhile, as in the past, those concerned have an idea of what needs to be done with monies to do so coming out of budgets or savings.

John said he may have time now to look at the investment policies that need updating.

Last month's minutes recommended that all parish fees be compiled and be available in the parish office. There is such a binder, but it still needs to be reviewed and updated.

The Gala Committee is progressing with last year's chair people consenting to do it one more year. However, there needs to be an effort to find replacements. The Gala will have a Mardi Gras theme.

The Parish Stewardship report was reviewed. It was suggested that the number of ACH (automatic electronic contributions) contributors be added to the report. Numbers in the report would be verified and then it will go to print for handout in bulletins and church racks. A presentation at Mass concerning the financial situation would be made at one of the early October weekends.

The idea of conducting a parish census was presented since the parish database has not been formally

updated through a census in quite a while. A census should be done in the near future. No one was assigned to pursue this.

A check would be made to see if 'special' envelopes, like Easter, Christmas, Fuel, etc., could be sent to those using ACH contributors.

The parish would pay \$30/month extra to Mediacom to help manage the network and provide an adequate router to serve Internet traffic as the parish network moves from Qwest connections to a single Mediacom internet connection. Randy will notify Mediacom of the intention.

It was approved that those requesting monies for attending Lay Ministry Formation would be granted. Expenses would come out of an account setup for such in the RE budget.

The CEW Retreat group is asking parishes to contribute \$185 annually to the retreat cost. It was approved to do so.

The parish disaster recovery plan will be derived from the documents describing such a plan for the archdiocese. No one was assigned to the task.

The proposed committee structure under the Finance Council will be changed slightly and brought back next month for approval.

The parish web site has not had a major 'face lift' since its creation about 15 years ago. In an effort to make it more enticing, especially to the younger generations, it should be updated. Randy will look at vendors and parish volunteers who can help accomplish that task. A check will also be made as to the feasibility and cost of providing parishioner access and editing capability, through username/password, of their parish registration information. ACS, the parish management software, does provide such a facility.

Meeting adjourned at 8:55 pm.

Submitted by Randy Dalhoff