

HOLY FAMILY PARISH
Finance Council Minutes
March 17, 2015

Present: Michele Biehl, Marc Kopish, Terry Girard, Steve Peterich, Fr. Celestine Byekwaso and Pamela Meyers

Absent: Bill Johnson, Bob Kowalski & Bill Chenier

Fr. Celestine opened the meeting with prayer. The two additions to the agenda were Collections and Finance Council Policies. The agenda was approved on a motion by Michele Biehl and seconded by Marc Kopish. The minutes from February 17, 2015 were approved via e-mail from Michele Biehl, Steve Peterich, Marc Kopish and Terry Girard.

Steve Peterich reported on the cracked tile on the bathroom floor at the Chapel. The crack is not very wide but he suggested that linoleum be used to cover the crack in the floor. He will contact Bob Kowalski, when he returns, to review the project. Steve Peterich also presented pictures of the steeple at St. Joseph Church that needs repairing. Pamela Meyers also noted that the entrance doors to St. Joseph Church need painting. These issues will be addressed upon Bob Kowalski's return.

On Saturday, March 7, 2015, Claire Wagner tripped on the sidewalk in front of Our Lady of Lourdes Church. She was taken to the hospital by ambulance and was treated for a broken nose, wrist and a concussion. A report was submitted to the Parish's insurance company. Pamela Meyers contacted Ed's Concrete to see what could be done about the rise in the sidewalk. Ed's Concrete came over and ground down both sides of the cement at no cost to the Parish. It was his opinion that the lawn tree is causing the cement to rise up. Pam was asked to call the City of Marinette to see if the repair of the sidewalk was the responsibility of the Parish or the City.

Ed's Concrete submitted a quote to remove and replace three sections of the sidewalk on Taylor St. This would also improve water drainage. The total for the material and labor would be \$575.00. No action was taken on this proposal.

Ed's Concrete also submitted his quote to remove a section of the curb to install a handicap ramp on Park St. in the amount of \$500. A motion was made by Marc Kopish and seconded by Steve Peterich to accept this quote.

Cooper Office Equipment submitted three quotes to replace the existing copy machine which was purchased in July 2005 and has printed over a million copies. The first quote for a Konica Minolta was for a demo copy machine for \$4,933; the next one was for a new Konica Minolta

for \$4,985; and the third one was for a new Konica Minolta color copier/printer for \$5,190. These machines would be purchased with the maintenance agreement. After some discussion a motion was made by Michele Biehl and seconded by Marc Kopish to purchase the new color Konica Minolta for \$5,190 with the monthly maintenance agreement.

The balance sheet and income statement was discussed. The envelope collection for the weekend of March 15 was \$6,400 which is very low. This brings the envelope collection budget just over \$3,553. The Parish's assessment for the Bishops Appeal has reached 90% of its goal.

The Parish received a donation for \$500 as a contribution in honor of Tim Stauss, the recipient of their 2014 Mary L. Staudenmaier WINGS Award on March 4, 2015. The Parish also received the balance from the Marcella Buchman estate in the amount of \$693.12 bringing the estate total to \$16,893. The Parish also received a call from the Diocese that an anonymous donor has added \$75,806 to the Parish's Endowment Fund which brings the balance to \$222,806. A thank you letter was sent to the Diocese to be forwarded to this very generous donor.

The Parish also received a donation of \$1,000 for the refacing of the kitchen cabinets from a generous parishioner. The Pinochle Group, that uses the Parish Hall on Mondays, has also donated \$600 toward this project. This will leave a balance of only \$1056 for the cabinets.

We received a letter from the Diocese of Green Bay dated February 13, 2015 informing the Parish how much the Cathedraticum assessment would be for the next fiscal year. They stated that there would be a 3% increase but our assessment is being increased by \$1,310 which is actually an 8% increase. The total of the assessment is \$17,088 that will be added to our 2015-2016 fiscal year budget.

At the last Diocesan Parish Business Administrators meeting on March 20, 2015 the subject of the collection basket was brought up. Instead of putting the collections in a basket and bringing the money up to the altar and then putting it in bank bags, the ushers are being asked to put the money in the bank bags after it is collected in the back of the church. This way all the ushers are there putting the money in the bags. There are occasions when there has only been one person taking the money out of the basket in the sacristy and putting it in the bank bags. This new practice is for the protection of these dedicated ushers.

One of the other items brought up at the Business Adm. Meeting was some changes to the Parish Finance Council Policies and the Parish Pastoral Council Policies. These new regulations were passed out to the Finance Council Members and the Diocese has been sending these regulations to the present council members.

Jerry DeBruin asked about getting Breaking Bread books for the churches which would have the weekend readings and songs in them. These would be purchased each year at a cost of \$4,103. The first year would require purchasing hard covers for them at a cost of \$2,030 plus shipping for 700 covers. The red music books are still in good shape and the pews do not have room for another book so something would have to go. It was the opinion of the Finance Council that when new books are needed for the churches, these books would be considered.

The next meeting will be held on April 21, 2015 at 3:00 p.m. in the Courtney Room of the Parish Hall.

Respectfully submitted by:

Pamela Meyers