

St. Gabriel Finance Council Meeting
March 9, 2021

Attendees: Mike Jurasewicz, Anne Greif, Mike Van Dyke, Troy Sommerfeld, Peter Schmitz, Lynn Hopfensperger, Fr. Bob, Terry Olson

Guests: Lisa Van Dyke, Sara Van Frachen

Minutes

- MV moved to approve the minutes; LH seconded. Approved.
- Clarification on the donation amounts from last month. Will state \$4,500 in the minutes to capital improvements to follow donor intent.

Finances

- Overall looking good. Only about \$3,000 behind in envelope income (after this past weekend). Electronic giving is now \$17,000 per month.
- Discussion on the pulpit announcement – clarification of where the number is derived from.
- PPP First Round – still haven't transferred the monies from our balance sheet yet.
 - Suggestion to follow the unrestricted formula.
 - Another suggestion to wait until May or June to see if we have any shortfall.
 - Decision to wait to make a decision on how to use the funds.
 - Anne to move it from a liability to an unrestricted donation (listed under deferred revenue on the balance sheet).
- PPP Second Round – We did receive our loan
 - Shown as a liability for now.
 - Only 43 of a total of 156 parishes were given the loan (some did not meet the criteria, some did not apply).
- Reviewed/updated the pulpit announcement.
- Bishop's Appeal – We are at about \$63,000 (~85%) towards our goal of \$75,000.

Diocese Arranged Contracts

- Following up from our February meeting to see if there is a list of contracts (as Dean G. stated).
 - Anne to reach out for the list. Per Dean, it will include trash and liturgical items.
 - Discussion on the natural gas contract that the diocese arranged for us.

FY22 Budget Process

- Anne/Father will connect with the department heads for guidance.
- Salaries are a significant part.
 - No plans to change staffing levels.
- Father's experience was to look at a 3-year average for expenses.
- Some discussion on bequests – we normally don't budget for them.
 - Use any funds for "nice to haves".
- Discussion around the process for B&G items and if we need to have another capital campaign.
- Suggestion that we arrange for snow removal at the rectory – note that we don't want heavy equipment in the tight space (shovel/snowblower).

Donation Procedure

- Pete shared the revised procedure.
 - Took out most comment regarding donor recognition.

“St. Gabriel the Archangel is a welcoming Catholic Community of disciples who encounter Jesus, joyfully and compassionately serving God's people.”

- 3.2.1 modified the percentages per our discussion.
- Suggestion to hold the funds for a little while in case something comes up.
- Suggestion to revise the percentages. Can take monies from general parish support if needed.
 - Decided to change percentages to 40/30/30.
- Lisa suggested to have someone with an artistic background have some input.
- Suggestion to replace “Fund Raising” with Capital.
- Pete to make the updates. Plan to review again next month.

Fund Raising

- \$380,000 total collected to date.
- Pete pointed out that we did have a bulletin announcement that we did state some funds were put towards the vision work.
- Question on the status of the roof.
 - Concerns about what work was completed in the past and what the right way to fix it is.
 - Mike shared that we are in contact with two roofing companies to help figure things out.

Buildings & Grounds

- Some discussion on the rectory crawl space. Looking to trench the entire walls ourselves, seal up the foundation, add a drain line/sump pump and then backfill with gravel.
- Plan to connect with both companies once we have the timing on the trench.

Procedures - Money Collection/Check Writing

- Reviewed the money collection and check writing process.
 - Terry inquired about our process to empty out the candle money box.
 - Suggestion to have the eucharist ministers empty it after the 10:00 am mass every weekend. After discussion with office staff, decided to have money counters empty box on Monday morning to avoid key loss.
 - Anne to make the update to the procedure.
- Plan to review again at next month’s meeting.

N-M Trustee meeting

- Looking at comparing annual budgets and headcounts.
- Meeting this week.

Stewardship Committee - Sara

- Would like to have someone from FC be part of the Stewardship Committee.
 - Part of both the FC and PC groups – monitor the calendar throughout the year from a “collections” perspective.
 - In previous years, we had a variety of groups selling things after mass – looking to have the stewardship committee oversee this. We just had a request for the tootsie roll drive.
- Spring Rummage Sale – the leaders are willing to hold one.
 - Need to discuss the process/procedures as we are still in the pandemic.
 - Usually held the weekend after Easter.
 - Father had a diocesan webinar today and the guidance on fund raisers is to cancel them.
 - Suggestion to have a big one during the summer.
- Craft Sale – planning on in October. Starting to get calls. Suggestion to contact the diocese for some guidance.
 - Anne to call Barb.
- Suggestion to spread out events.

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Meeting adjourned at 9:15 pm (started at 7:30 pm)
Next Meeting: April 13th. 6:30 pm

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