

**St. Gabriel Finance Council Meeting**  
**November 9<sup>th</sup> , 2021**

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

**Excused:**

**Guests:**

Opening Prayer - Father

Minutes

- LH moved to approve the minutes: JV seconded. Approved

Finances

- Started reviewing finances
  - Question on staffing – suggestion to table to next month
- Nothing significant to report with the financials
  - Actual income is positive – which is really good for this time of the year
- Reviewed the pulpit announcement

One by One campaign

- Making progress towards our goal – about 2/3's the way to our goal
- Still have a few more packets to mail out; team making phone calls
  - Phone bank next Tuesday at 6:15 pm
- At the transition point – switching from distributing to calling in the pledge forms
- Discussion about the Bishop's appeal... suggestion to write a letter.
  - Discussion on the different "taxes" that we pay to the diocese (bishop's appeal, cathedraticum)
- Discussion on the RMD's– Lynn and Troy to work on the process
  - Suggestion to make a bulletin insert and post on the website
  - Suggestion to make an announcement to see the bulletin insert
  - Suggestion to do a targeted mailing to those that qualify (Anne to investigate)
    - Maybe hold a meeting during the day for those that have questions
    - **Information on RMD's included in the packets that will be mailed this week.**

Vision Project

- Pete and Father reviewed the project with Bishop and Deacon Sean
  - Got his verbal approval and then written approval (today)
- Discussed the process for receiving money from the foundation. Pete/Anne are working with Josh to understand/gather additional information.
  - Anne is trying to set up our account
    - Money won't be into our account until next week (about 2 months behind in reconciling)
  - Pete is also obtaining a projection of future spending (cash flow)
- Construction is being planned to start in November/December
- Pete is working on obtaining the building permit
- Discussion on what funds can we/should we use to help cover Vision expenses
  - Father suggested that we wait until after the pledging is complete (end of December)
- Discussion on designated donations
- Next Vision Meeting is tomorrow evening

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

## B&G

- Roof
  - Received a siding sample; Looking to have Northern install the smooth siding
- Front entrance curb
  - Will be cut down on Monday
- Rectory Crawl Space
  - External work has been complete – still need to pour the stoop
- Switchgear – Have a proposal from WE
  - Discussion on should we order the equipment now. Mike/Pat to meet and report back
- Space Utilization
  - Goal is to understand how we are using our space and if we are using it properly
  - Anne reached out to the company that Father has used in the past
  - Meeting space, school space, storage space, etc..
  - UW Oshkosh may be able to provide the service
- Boilers
  - We have a meeting next Thursday at 5:30 pm
- Youth Ministry room
  - Meredith would like to create a dedicated space for youth minister
  - Plan to use at all times
  - Pete suggested that Meredith could use the monitors coming out of the chapel

## N-M Trustee

- Father provide an update on the Adult Faith formation coordinator position for St. Pat's
  - Part of the role will include adult faith formation for the 5 parishes
  - Have someone in mind that is coming highly recommended
  - Planning on developing a position description
  - Mike to reach out to Steve A for an update
- Suggestion to have a joint meeting with PC/FC on overall staffing
  - Thinking January

## General

- Jack's maintenance contract
  - Labor market is forcing higher rates – increase of \$4400 per year
    - Anne asked for a 2 year contract – right now, no.
    - Less than a 5% increase
    - Anne to reach out to Jamie to see if the diocese is looking at anything
      - If nothing, plan to have Father sign the contract
- Johnson Control – plan to sign the contract to **avoid annual increases**
- Lynn and Mike pulled the Holy Spirit binders and distributed them

## Missionary Discipleship

- Father reviewed the Missionary Discipleship training that he and the **staff attended**.
  - Father handed out a packet – read over and plan to discuss at our December meeting
  - Father would like to have this be our first agenda item

Closing Prayer

Meeting adjourned at 8:40 pm (started at 7:15)

Next Meeting: December 14<sup>th</sup>, 6:30 pm

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