

## St. Gabriel Finance Council Meeting

April 27<sup>th</sup>, 2022

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

**Excused:** Joe Varkoly

**Guests**

Opening Prayer - Father

### Minutes

- Mike V moved to approve the minutes: Terry O seconded. Approved

### Missionary Discipleship

- Decided to move to the next meeting (June)

### Financials (Anne)

- We are doing well financially. Ahead on envelope giving.
- Anne inquired if we invest some of our savings into a money market with the diocese
  - Pete will pull together a forecast of spending for the Vision work
  - Plan to invest some of the PPP monies – update - decided to wait to see how our cash flow is going (some significant payments)
- Question on having a separate account for the Vision Work (under capital improvements)
  - Will combine the extra roof monies into the vision work.
- Insurance benefits
  - Historically we've followed what the school system does.
  - Diocese recommends using the same rate to all plans and all levels of coverage
    - Suggestion to go towards 80%
    - Currently between 70 and 75% (paying same dollar amount for each level)
  - Anne recommends us to continue to be consistent with the school system
    - Unsure of what the new hire may pick for a health plan
    - FC recommended to stay the same and use updated plan from school system
- Discussion on the pulpit announcement
  - Plan to wait as Father just made an announcement this past weekend.
- Boiler room/east church door locks
  - Request to be able to lock the east door about 15 minutes after mass has started (from a security perspective after the safety/security seminar).
  - Suggestion to pull a team together to develop our security plan
    - Deacon Tom, Bill Hanley, others
    - Suggestion to bring Winnebago county back in again
    - Suggestion to include medical personnel
  - Boiler room door – suggestion to add to our wish list
- Devotional candle monies
  - Pete inquired if we have an account
    - We do – already over budgeted income

### FY2022-2023 Budget Process

- Proposed timetable
  - April – Anne had developed a rough draft based on the additional role
    - Anne to develop a draft budget with the “worse” case and email it out
  - May (Initial Budget Discussion – Joint w/PC)
  - June (Approval)
- 2022-2023 School Subsidy - Worked through the model with the other parishes (same model as last year). Our portion is going down ~\$14,000
- Payroll
  - Anne inquired how we want to handle raises
    - Some discussion on moving to a performance-based merit increases
      - Need to develop goals/objectives
      - Not a “normal” year, so suggestion to give a flat percentage increase
    - Anne suggested using a flat amount and then dividing by the number of employees.
      - Anne to develop some scenarios to be reviewed by the FC/Father

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- Anne also inquired about the work agreements. Plan to sign as we did in the past and set the expectation that we are moving to a performance-based system
  - Suggestion to allow kids/parents to provide feedback
  - Father to follow up with Jenny/Meredith to see if we've done any sort of survey/feedback
  - Suggestion to ask the diocese/other parishes to see what they are doing for performance evaluations

#### Vision Project (Pete)

- Pete provided an update on status of the Vision project
  - Still seeing some direct donations to the church for the project
  - Did notice a higher income than planned for 2Q
  - Proxy #2 – still waiting for the bishop to approve
    - We do have verbal approval
    - Did include the organ (on order)
  - Chapel chairs arrived
    - Did have a fair amount of damage
    - Pete working through the issues
  - May – stain glassed windows are due
  - The bishop did like the Mary devotional area

#### B&G

- School roof, siding, doorway signage
  - Working on signage options
- Electrical Switchgear – have the proposal for WE energies
  - With supply chain issues, the vendor isn't accepting any orders until June
  - Working on plan to start ordering equipment (install summer 2023)
- 5 Year capital plan
  - Boiler and controls – obtaining proposals
  - Parish Office Conference Room - new carpet/paint?
  - Other renovations (paint walls, new chairs, other furniture, etc.?)
  - Need to focus on pulling the plan together
- Space utilization study
  - Awaiting input/need to get the group back together
    - Mike to ping the UWO Professor
  - Youth Ministry Room – plan
- Others
  - Rectory crawl space – need to inspect/add plastic/heat ducting
  - Replacing Hallway LED lights as time permits

#### Finance Council Membership / Terms (Pete)

- Current members - members with expiring terms or any choosing to drop membership
  - Mike's term as Trustee Secretary is up. Provide suggestions to Father Bob
  - Everyone is willing to stay on
  - Discussion on the size of the counsel
    - Suggestion to add one more person to the FC
    - Anne to run an ad in the bulletin looking for both
- Positions – Finance Council representative and Parish council Trustee (elected)

#### N-M Trustee (Lynn/Mike)

- The radio ad campaign was successful
- Timber Rattlers game – May 20th Lynn is working with the school and the other parishes on the plans.

#### Other

- A diocese family has made a significant donation to pay for all our seminarians (up to 50) for 5 years
- SMC made an announcement on the hiring of the new elementary school principal
- The diocese announced the priest assignments

Closing Prayer

Meeting adjourned at 8:06 pm

Next Meeting: May 10<sup>th</sup>, 6:30 pm - joint meeting to discuss the budget

June 7<sup>th</sup> 6:30 pm

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