

**St. Gabriel Finance Council Meeting**  
**August 9<sup>th</sup>, 2022**

**Attendees:** Anne Greif, Mike Van Dyke, Peter Schmitz, Terry Olson, Julie Klein, Joe Varkoly, Fr. Bob, Karen Rappl, Troy Sommerfeld

**Excused:** Lynn Hopfensperger

**Guests:** Barry Metzentine, Deacom Tom

Opening Prayer - Father

Welcome

- Julie Klein (Secretary Lay Trustee - Parish Council member)
- Karen Rappl (Finance Council)

Minutes

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

Ideal FTEs for Parish (Anne/Barry Metzentine)

- Discussion regarding the ideal number of FTEs for the parish (from Barry M.)
  - Reviewed the handout of “nominal” FTE (Full Time Equivalent)
  - If add bldg maintenance FTE of 1.5 we are close to average diocesan FTE’s for parish our size

Missionary Discipleship

- Decided to move to the next meeting
  - Would like to make sure this happens

Position Updates

- N-M parishes’ new shared position (Parish 5 Position)
  - Steve Pable will be taking this role
- St. Gabriel new Evangelization position
  - One of the Parish 5 candidates interviewed well and we made him aware of our open position as worship/evangelization director
    - Father will be talking with him again tomorrow
    - Part liturgical/mainly evangelization
      - how do we pass on our faith to our children? How do we help them?
  - Discussion on all open roles
    - Father will try to fit the role to their strengths/skill set
  - St. Gabriel music position
- Other / needs?

Financials

- End of fiscal year report
  - Budgeted \$900 profit; Actual \$50,645 net profit
  - Envelope (all giving) income was higher than expected
  - Suggestion to keep the \$50K in the checking account for future needs
    - Suggestion to put it towards our roof fund – all agreed
    - Suggestion to put it in an endowment fund

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- This fiscal year
  - We are about \$9,000 ahead of expenses (extra Sunday)
- Anne inquired if we **should** invest some of our savings into a money market **with credit union**
  - Plan to invest some of the PPP monies – update - decided to wait to see how our cash flow is going (some significant payments). Note Anne re-worked the figures
    - \$112K from PPP (that is earmarked for the switchgear)
    - **\$70K General Capital improvement**
    - \$131K Vision
    - \$21K Roof (**plus an additional \$14K in pledges**)
  - I bonds
    - Limited to \$10K per organization per year
    - Yield is currently 9.62%
    - Plan to invest \$10K immediately (from PPP)
      - Karen R moved/Mike V seconded Motion approved
    - Troy also recommended to look at ultra-short term bonds  
Karen suggested **Ally Bank** (on-line bank)
    - I-bonds discussion –**Anne will follow up with purchase of max. amount allowed \$10K**

#### FY2022-2023 Budget Process

- The diocese is back to pre-covid requirements
- We **hired** the new 5 Parish position; our portion is .25 FTE
  - May get a credit from the diocese
- Suggestion to raise the budgeted income up to help cover the additional personnel
  - Budgeting a \$6K deficit **which should be covered with staff changes**
- Still in flux with the position changes
- Suggestion to approve the budget with the slight changes
  - Plan to review budget when appropriate/for sure in January
- Joe V moved to approve the budget/ Troy S seconded. Motion carried
  - Anne to update the income figures and email out

#### Vision Project (Pete)

- Pete provided an update on status of the Vision project
  - **Donations: \$262K (obO) + \$38K (Vision) = \$300K**
    - **Paid expenses \$146K**
    - **Future expenses \$123K; total expenses of \$279K**
    - Still seeing some direct donations to the church for the project
    - Tracking favorable on the pledge rate (**90% being made**)
  - Stained glass windows – installed
  - Chapel altar/crucifix- September
  - Sanctuary floor/font floor – Early Nov (4<sup>th</sup> & 11<sup>th</sup>)
    - Oct 29/30 – all Souls Day
  - Baptismal font/ambo/ambry – November
  - Organ – Late September
  - Plan to provide updates at the masses on the work we are doing on Vision
- Brought in another consultant – Groth Design

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- Completed a 3D rendering
- The team was very impressed with his work
  - Final proposal on 8/16

### B&G

- School roof, siding, doorway signage
  - Working on signage options – Need to connect with Mrs. G
- 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)
  - No update
- 5 Year capital plan
  - Boiler and controls – have proposals
  - Have a roof budgetary number - \$180K to replace remaining roofs
  - Parish/School Improvements
    - Office Conference Room/Old Band room - new carpet/paint - proceeding
    - Planning on doing 4 classrooms as well - completed
    - Need to remove asbestos first.. planning on grinding the adhesive
    - SMC paying \$30K; St. Gabe portion ~ \$9900 ( with asbestos, carpet & environmental testing)
  - Other renovations (paint walls, new chairs, other furniture, etc.?)
    - Planning on painting Mrs G's office this weekend – completed
    - Planning on replacing the light fixtures in the parish conference room
- Space utilization study
  - Awaiting input/need to get the group back together
    - Mike to ping the UWO Professor
    - Don't see a need in this anymore since the school is being more flexible
  - Youth Ministry Room – plan
    - School has moved the music room... moving forward with youth Ministry room
- Others
  - Rectory crawl space – need to inspect/add plastic/heat ducting
  - Replacing Hallway LED lights as time permits
  - Mulch – playground completed
    - Working on plan for front of church

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

- No update
- Father suggested a meeting to bring the new Trustees up to speed

### Other

- Sunday evening mass
  - Plan to continue; will move to 5:00 the weekend after Labor Day
  - Plan to continue the silent mass; may add music during Advent
- Annual Meeting
  - Pete to start looking at potential dates in October
- Cemetery meeting
  - Potentially looking to hire a sexton to oversee the cemeteries
  - Did have an audit by the diocese
    - Move some of the responsibilities away from the monument company

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Closing Prayer

Meeting adjourned at 8:32 pm

Next Meeting: September 13<sup>th</sup>, 6:30 pm

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