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ST PAUL CATHOLIC CHURCH  
MEETING  
FINANCE COUNCIL COMMITTEE JANUARY 18, 2016

**Present :** Fr. Ralph, Jerry Sutkiewicz, John Morgen, Roger Varner, Jim Dunlap, Doug Batzler, Sherri Meyer, Dan Zehnpfennig, Fr. Chuck

**Excused :** Tammy Lindner

**Guest :** Rita Borowski, Mary Kral

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1. Agenda was reviewed. Added section 13 (Contribution question)
  
2. Approval of December minutes. Approved, no changes. Minutes will be sent to Cindy Beauchamp for placement on the web site.
  
3. Stewardship Program Update :
  - A.) As of 1-13-16 we had 313 cards returned. A reminder mailing went out this week (quantity of 70) to those who pledged in 2015 and gave.
  
  - B.) \$519,116 pledged in stewardship as of 1-15-16. We expect \$137,000 more based on those who have pledged/given in the past but have not returned a card yet.
  
  - C.) Budget Process sheet – see handout  
The staff met with Rosemarie last Friday to go thru the process and discuss the flow of the project.
  
4. Staff budget in progress – Rita to report on this

Had a meeting with the staff and are going thru the account numbers/line items of the budget, to see what the item is used for and if it still needed, and/or how much money may be needed for it.  
There was general discussion on what items or expenses may be coming up, or if there are any extra or “out-of-the-ordinary” expenses coming up. Right now the largest project needed is replacement of the church parking lot. (the southwest lot, next to Hwy D)

Sherri will send out an Excel document on the preliminary budget as soon as it's ready. A proposed Finance Council meeting at 6:30 on Feb. 8<sup>th</sup> will address this data.
  
5. Strategic initiative for St. Paul and St. Bruno financial statements – Rita to explain

A meeting will be set up to discuss this issue with the Finance Council heads of St. Paul's and St. Bruno's, Rita, and the 2 Business Managers.
  
6. Signatures needed tonight :

A number of Bank and stock related forms needed to be signed.

**7. Financial highlights for December 2015 :**

School Choice Deposit	\$600	Waukesha Area Catholic Conference WACC	\$750
Heat/Electric	\$9,605	Johnson Controls – Chapel Heating	\$415
LED Sign Landscaping	\$3880		

The balance sheet and budget comparison details will now be sent out electronically the Thursday before our regular meeting. (currently all on paper and handed out at the meeting)

**8. Mortgage Balance :** 1.) \$1,300,000(original note) as of 12/31/15 \$1,279,407  
2.) \$732,935(original note) as of 12/31/14 \$599,935

**9. Building and Grounds :**

A.) For the LED sign, a thank you was published in the bulletin. We are waiting on one last bill related to above ground electric work.

B.) Gym usage : Sherri has contacted Catholic Mutual, and any use of the buildings by an outside group that is not church/school related, must have proof of Liability Insurance for 1 million dollars in coverage naming St. Paul Parish as additionally insured. This is not something we have done in the past, or are planning at this time. [this was prompted by a parishioner request to use the gym over the Christmas break.]

C.) Exception to the prior is the basketball program run here by Mike Zignago. All participants need to be 18 or over and will need to sign off on an Adult/Hold Harmless/Indemnity agreement from Catholic Mutual. All of this information has been given to Mike Z. to coordinate.

D.) Dick Stevens has officially retired. This leaves some gaps in our technology needs here in the Parish. The School does have a contract with Rescue Dog for some needs that come up. There was discussion on this and we need to acknowledge Dick for all his work. It was suggested that we run a bulletin article asking if any parish member would be interested in helping us out. Doug B. will write up a job description for this article.

**10. Auction Update :**

The contract has been signed with The Legend at Brandybrook. A \$2000 deposit was given on 1-13-16.

**11. Neighbor of St. Paul's, with a home on Hwy 83, is putting her house up for sale :**

Jim Dunlap presented what information was available, and there was discussion on whether St. Paul's was interested in purchasing the house. There was also discussion on the parcel of land just to the north of the house, which is owned by St. Paul's.

More information is needed. Jerry S. will see if he can get an appraisal for the parcel.

**12. Fundraiser Application, Peru : [ Mary Kral to present more information ]**

This subject had been tabled from last meeting due to the request for more information. Primarily, there had been \$5000 set up in an account for this fund with no explanation of why it wasn't spent. Mary explained that this was supposed to have been spent on a trip in 2015, but that the trip did not happen, for various reasons. In fact, presently there is \$7220 in this account.

A trip is being planned for June of this year (2016), with around 10 people going. The volunteers are going to pay their own air fare and basic necessities (food and lodging).

Mary also provided a breakdown of how the \$10,000 will be used :

Vitamins and medicines, government fees, ground transportation, 40 purification systems and the shipping of the items

If more than \$10,000 is raised, then that money will go toward water systems and/or medicines.

After discussion, a motion was made that we approve the Peru Fundraising request of \$10,000, of which they currently have \$7220, and that this drive will take place on 3 weekends during Lent. The motion was passed.

**13. Contribution discussion :**

A parishioner approached Jim D with the following : she was contributing toward stewardship and the Debt Reduction Fund. She would send in 1 check a month, but all the money went to stewardship. Is that a problem ?

After some discussion it was decided that that was a bookkeeping issue and will be handled.

**14. Open Topic :**

Respectfully submitted : Doug Batzler

Next scheduled meeting : Mon. February 15, 7:00PM, at St. Paul's