

The Church of the Holy Redeemer
Finance Council Minutes
Monday, March 15, 2010

Present: Neil Sullivan, Lisa Zmeskal, Fr. Paul Wolf, Erik Porter, Dan Sussner, Paul Meyer, Beth Fischer, Rick Ramert, Mark Timmerman, Kris Gruhot, Todd Dirckx, Lynn Nelson, Mike Allex, Dick Persoon

Absent: Mike Martin

Call to Order by Neil Sullivan

Opening Prayer by all

M/S/P Meyer/Timmerman to approve the February minutes

M/S/P Timmerman/Persoon to approve the agenda

Committee Reports:

Properties:

School/FFC – bids for the windows by the band room/locker room range from \$13,000 to \$14,000. M/S/P Timmerman/Persoon to proceed with the process, allow the property committee to review the bids and approve the project with a cost not to exceed \$14,000. The time frame for the window replacement will be after school is out for the summer. FFC roof repairs will take place sometime this spring.

Parish Center – no report

Church – elevator is fixed and the phone will need to be updated; tin appears to be wrinkling on the front part of the steeple – Timmerman will call Scott to check on it

Fair Stand – no report

Campus – no report

Renovation Project – see trustee's report below

Cemetery – no report

Foundation – no report

Audit/Budget: February statements were reviewed by Nelson. The church received notice of a public hearing regarding proposed street projects on 5th and Lyon streets. Timmerman will try to attend the meeting. The school is behind on tuition – the budget includes all students even the ones who are not able to pay tuition. The funds raised from the phone-a-thon are being tracked by the phone-a-thon committee this year and not Nelson.

Pastor's Report: Fr. is currently looking at contracts – they are due by April 15th.

Parish Council: No report.

Trustee: Sussner updated the council on the renovation project. The building task force is currently working on prioritizing the pieces of the project, setting a preliminary budget, researching the various construction codes, and setting a time table. Reminders will be sent out for pledges.

M/S/P Dirckx/Meyer to approve the committee reports.

Unfinished Business:

- a) *Employee Handbook Review.* Catholic Mutual had a couple of suggestions that will be incorporated into the handbook. The Diocese is not in favor of combining the school and parish handbooks. M/S/P Dirckx/Persoon to approve the handbook contingent on Diocesan input and personnel committee approval.
- b) *Update on 2010/2011 Budget Status.* The preliminary draft has been given to department heads for review. The budget committee will meet as a group and also with the department heads. A proposed budget will be presented to the council next month.
- c) *Capital Budget.* The properties committee is updating the 5 year plan. Discussion was held on the process of properties committee in developing the plan and incorporating the plan into the operating budget. Meyer and Dirckx will work to get the plan incorporated into the upcoming budget.
- d) *HRS Spring Fundraiser.* The school will be holding a walk-a-thon for a fundraiser in April.

New Business:

- a) *FFC Fundraiser.* M/S/P Allex/Persoon to allow FFC to hold a Mother's Day Brunch as a fundraiser. M/S/P Allex/Persoon to allow kids to introduce themselves to the parish and give a presentation as a means of asking for support for mission trips as another way to raise funds for the mission trip.
- b) *Cemetery Position.* The cemetery board is possibly interested in hiring a part-time caretaker position. Discussion was held on whether this position could have the payroll run through the parish, if the position should be an independent contractor position, or if the position should be hired through a temp service such as Staffing Specialists or Work Connection. Tabled until the next meeting.

Closing Prayer by all

Date of Next Meeting: Monday, April 19, 2010 at 6:00 p.m. in the Roncalli Room