

## Finance Council Minutes

December 4, 2017

Attendees: Richard Campbell, Dave Durkin, Ed Jankowski, Bill Trimble, Candy Wilson

### **Roof:**

**Discussion** - John Ayler will get a bid to us soon.

Downspout is clogged. Maybe clean it out. Maybe replace. Depends on the issue.

**HVAC ductwork on the roof** – have Everly and Conklin update their bids to cover the ductwork. Want bids by January 15 to give us time to review and act on them. Send out a specific request for bids, customized for type of roof each company provides. Ed to work on proposal letter. One for membrane roof and one for a truss roof. Be sure to say we want to have working gutters on the east and west side. Will need a hurricane connection on the trusses. Proposals to be sent to Angie.

### **Financials:**

**Cemetery funds:** \$20,000 was moved from our Archdiocese cemetery account to our Holy Family cemetery account.

**November collections:** \$27,271

**Capital campaign:** \$6,639 Loan payment is \$7,574.98/month. **We were \$935.98 short.**

**NCYC:** this year total cost \$15,268. The youth group raised \$9,702, Parrish paid \$5,566.

Since 2011 Parish has contributed \$23,843. We discussed having youth raise 100% and parish not contributing any to help us cut costs.

**In order to continue to make our church loan payment, we need to cut costs and/or increase collections.** A letter was recently sent to parishioners about this. Due to the roof repairs we are running as lean as possible but we are entertaining other ideas for cutting costs.

### **Other expenses:**

Angie has made the financial budgetary adjustments that Leahann requested.

Corrected and adjusted some account numbers that received funds for ease of accounting.

Personnel is up as Fr. Mike's pay was increased and Angie's hours were increased (Rose - Catherine gone & Aubrey - more functions) have increased also.

Other Contributions Account: is up - \$19,943 is set aside for PH roof repair.

Income From Parish Assets: budgeted high as hoping for more rental income from church/halls

Parish Programming: Budgeted high as we get very little income for Leaven from parishioners, (collected \$1,463 of the \$6,300), and included \$1,000 we won't need for textbooks

Liturgical supplies: missalettes are our largest purchase, so should be minimal from here

Parish Responsibility: Paid tuition for parishioner's child at St. Pauls, done for the year. Assessments are higher.

May not merge assistance accounts - tracking if giving to parishioners or others

Profit will be down, last year we did not pay full time priest, health insurance, etc. Less spending last year :).

Quote from Star for a new church sign like the one we have. Cost is approximately \$1,000 not installed. Ed agreed that we would install the sign ourselves. **Fr. asked the Knights if they could fund the sign. They will put it on the agenda for the next meeting.**

**New building leaks:**

Caulking subcontractor was on site Monday 12/4/17 to Wet Seal the glazing and seal any open joints in the window framing and weeps. This should provide a water tight seal.

Proposed window replacement system, pricing, and lead times were to be provided by Friday 12/01/17.

Once we can agree on the proper method of replacement the windows can be released for shop drawings, approval, and fabrication. Due to the arched window frames lead times could be 10 weeks after approval.

Tentative start date of 04/02/18 to begin removal and replacing the windows. The start date can be fine tuned when the manufacturer provides firm dates.

**Offering Pickup Assignments**

Month	Saturday	Sunday
August	Candy	Richard
September	Candy	Richard
October	Candy	Richard
November	Dave	Richard
December	Dave	Lilly
January	Bill	Dave
February	Bill	Dave
March	Lilly	Candy
April	Ed	Lilly
May	Bill	Lilly (need to confirm)
June	Ed	Lilly
July	Ed	Bill