



Finance Council Meeting Minutes
Tuesday, January 26, 2016 – 5:30 PM
Council Room, St. Gabriel Church

Present: Fr. Tim, Kevin Brehm, George Wiciak, Celia Meyers, Liz Juern

Excused: Bill Humpal, John Borgen

Minutes:

1. Kevin Brehm to prepare meeting minutes.
2. Reviewed and approved December 2015 Finance Council meeting minutes.
3. Reviewed December Operating Fund – Statement of Operations and Balance Sheet.
4. Discussed 2016-17 annual budget preparation status including replacement staff positions and possible new positions.
5. Discussed enhancements to our website including “push” capabilities. Celia to investigate opportunity to assist the archdiocese with its similar initiative by St. Gabriel being a test case for its application.
6. Items for future discussion:
 - a. New principal orientation (e.g. discussion on registration and policy matters; marketing plan preparation/execution, fundraising plan, etc.) in July '16.
 - b. Building & Grounds Committee projections for future capital expenditures. Asked for expenditures to be identified by year so a forecast annual budget for capital expenditures can be created. Asked that large expenditures further into the future be evaluated and identified as well (e.g., roof repairs, parking lot repairs/partial replacements, etc.).
 - c. Establishing a Finance Council annual calendar.
 - d. Verification that a plan is in place for the parish to stay under applicability thresholds for state sales tax collection and reporting.
 - e. Saint Gabriel School Home & School Association budget for the 2015-16 school year.

Adjourned

Prepared by: Kevin Brehm