



Finance Council Meeting Minutes
Tuesday, December 22, 2015 – 6:30 PM
Council Room, St. Gabriel Church

Present: Fr. Tim, Kevin Brehm, George Wiciak, Bill Humpal, Celia Meyers; John Borgen

Excused: Liz Juern

Minutes:

1. Kevin Brehm to prepare meeting minutes.
2. Reviewed and approved October 2015 Finance Council meeting minutes.
3. Reviewed November Operating Fund – Statement of Operations and Balance Sheet.
4. School – expecting four new students beginning the second semester. Not discussed but included to have it in the record, Steve Hamilton accepted an offer of employment to be the new school principal.
5. Discussed beginning the 2016-17 annual budget including the recognition to look for synergies with St. Boniface.
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.

Note: A November 2015 Finance Council meeting was not held so there are not meeting minutes for that month.

Adjourned

Prepared by: Kevin Brehm