



Finance Council Meeting Minutes
Tuesday, November 29, 2016 – 6:30 PM
Council Room, St. Gabriel Church

Finance Council Present: George Wiciak, Liz Juern, John Borgen, Kevin Brehm, Fr. Tim, Bill Humpal, Celia Meyers

Pastoral Council Present: Ted Meyers, Joe Pawlak, John Schumacher, Ashley Hollowell, Beth Kangas, Brian Rick Not Present: Jill Gehring, Carol Roltgen

Minutes:

1. Opening prayer – Many Parts One Body
2. Kevin to prepare meeting minutes
3. Discussion led by John Borgen and Kevin Brehm about the Phase II Building Committee's process for evaluating and selecting an architect to complete the design services for a church addition. Plunkett Raysich Architects was the Building Committee's recommendation. The collective members of the Finance and Pastoral Councils voted unanimously to approve the recommendation to retain Plunkett Raysich Architects and to submit Form B of the *Archdiocese of Milwaukee Procedures for Catholic Institutions in the Archdiocese of Milwaukee for Major Renovation and/or Building Construction* which would when approved by the archdiocese will allow for hiring an architect and develop financing plans.
4. Reviewed and approved September 2016 Finance Council meeting minutes. (Note: there was not an October Finance Council Meeting)
5. Discussed the annual stewardship campaign timing and campaign theme. Celia will request that the Stewardship Commission begin preparing the campaign materials with a tentative spring 2017 distribution.
6. Discussed the school tuition schedule for the 2017-18 school year. Celia will coordinate with Steve Hamilton. Celia will request Steve Hamilton attend the January 2017 Finance Council meeting to discuss the 2017-18 school tuition schedule and to provide an update on the school marketing efforts completed so far this school year, current activities and planned activities. Also request for Steve Hamilton to provide an update on the 2017-18 school year enrolment projection.
7. Building & Grounds Committee projections for future capital expenditures needed for a variety of reasons – including for a future Phase II-related archdiocese submittal. Need 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.).
8. Items for continued discussion:
 - a. Building & Grounds - Create an "appearance standard" to ensure a harmonized, well-kept and beautiful facility and grounds.
9. Closing prayer – The Lord's Prayer

Adjourned

Prepared by: Kevin Brehm

cc: Judy Devine (for website posting)