



Finance Council Minutes
Stella Maris Parish Finance Council
Egg Harbor
Friday, November 30, 2018
2:00pm

Stella Maris Mission Statement:

Stella Maris Catholic Parish prayerfully unites people in the love of Jesus guided by our patron, Mary.

Stella Maris Vision Statement:

We invite all to journey as disciples. By sharing the Gospel, responding to Jesus' love and the gifts God has given us, we welcome all to grow in faith and in our parish life.

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**1. Introductions**

- Call to order 2:00 PM
- Check-in (2-minute time limit)  
Present: Garey Bies, Finance Trustee; Peg Berezewski, Chair/Secretary; Walter Vail, Chuck Germain, Tom Polacek, terry McArdle; Michael Desmond (via cell phone) and Kevin Revolinski, Minister of Admin, Tech and Facilities.
- Approval of Minutes October 26, 2018 - approved
- Agenda additions or subtractions: BH gutters
- Opening prayer:

**2. Comments or questions from non- council members-**

Shirley Raasch, and Ken and Georgia Butler – Subject: BH Bells  
Darryl Lautenbach - Subject: Vacant EH property

**3. Current Financial Report & Investment Review**

- Weekly Collection Review – collections down. Prior year had one large donation in the collection that was not made this year. Peg to write up tax strategies to maximize donations in light of the new tax laws.
- Financial Statements 7-1 to 10-31-18 – questions re: various accounts were answered satisfactorily.
- Evaluation of Annual Report to the Parish – Annual report presentation was successfully presented to the parish. Bakery goods and juice were offered at this meeting. Several parishioners suggested that wine and cheese would increase attendance. The council recommends this for next year's meeting
- Report on meeting with Kevin re: financials and collection bags. Kevin can now send individual account reports and financials to various committees/commissions. This will begin in January or February 2019. In addition, Kevin will assist Jim Slomski with entering the approved 2018-2019 budget into QuickBooks.
- Donation solicitation – see under "Discussion Items"

#### 4. **Pastor/Minister of Finance, Facilities, and Administration Report**

- Kevin reported on his findings regarding a new parish web site. Kevin demonstrated his findings to the council on the smart tv. Kevin recommended LPI, the company that also does our bulletin and WeShare program. The cost will be a one-time charge of \$2,495 and \$60 per month. The council recommends this choice. Web site to be up and running by April 2019. Peg, Garey, Terry and Kevin will work together to decide on design.

#### 5. **Committee Reports & Project Updates**

- **Cemetery** – Unmarked graves have been found in St Michael's Cemetery. Kevin has contacted a company with a ground penetrating radar system. The cost is \$2,000 per acre. The council recommends that this be done in order to maintain accurate records.
- **Stewardship Committee** - Met in November
- **Endowment Committee** - Will meet 1st week in December
- **Buildings and Grounds**
  - Status of recruitment for B & G committee - tabled
  - Long-range planning – see Discussion Items

#### 6. **Project Updates**

- Parish Website Committee - see item 4 above
- Baileys Harbor wall – contractor recommends additional perpendicular walls be put in place to prevent additional wall failure in the future.
- Sister Bay kitchen electric panel status – finished. Cost came to \$9,028 less 10% discount. Final bill \$8,125.34. Council recommends this bill to be paid.
- BH bells – After presentation by parishioners Shirley Raasch and Ken and Georgia Butler, the council has requested more information regarding cost and funding. The Knights of Columbus will be solicited to contribute major funding for this project. Updates to be communicated in January. Ballpark cost would be 6,000 - \$8,000. It was suggested that the parish would make up any shortfalls in fundraising. This has not been the policy in the past for other sites.
- EH garage roof – completed

#### 7. **Discussion Items**

- BH gutters, underlayment of roof, and payment of roof bill.
  - Gutter bids received were for \$2875 and \$1500. Bids will be approved up to a cost of \$3,000.
  - Underlayment on the roof was old celotex fiberboard which had deteriorated. Heavy duty particle board was used to replace it and then covered with a water proof barrier
  - Due to damage resulting from a windstorm during the roofing project there was approximately \$2,500 in damage done to the BH site. Consequently, the roof bill when it is received should be paid in full except for \$2,500 to cover the damage.
- Review of previous long-range plan (October 2016) - tabled
- Updating the long-range plan – tabled. However, Tom will request that the Pastoral Council develop a long-range plan for non-B & G projects
- Parish vacant land -Egg Harbor – 5-acre plot behind the EH church is empty. Need diocesan approval to sell. Garey suggested that a plat of survey be done. Also, acquisition documents need to be located. Guesses as to the current value of the land would be \$7,000 to \$12,000 per acre.
- Policy for fund raisers – council agreed that the current policy should remain in force. Subsequent information received: The next fund raisers from non-parish groups are
  - Foundation for Children in Need (India) June 15-17, 2019
  - Blest Art (Holy land) July 11-12, 2020
- Fish Creek construction impact – impact will be negligible. Entrance to the FC site will be open.

**8. Action Items**

- Peg to draft tax tips for 2018 to maximize deductions for 2018 tax law changes
- Kevin, Peg, Garey and Terry will set up time to meet to discuss website design.
- Terry will follow up on BH gutter bids and Chui and Teo bill.

9. **Coming Events:** Next Meeting January 25, 2019 Place: Egg Harbor Time: 2:00pm (there will be no accountant's pre-meeting)

10. **Evaluation** – Good meeting. Great cookies provided by Terry McArdle

11. **Closing Prayer** – All prayer intentions for the parish

Adjourned: 4:13pm

Respectfully submitted by  
Peg Berezewski, Chair/Secretary

Addendum

The tentative schedule for the remainder of 2018-2019 fiscal year will be:

January 25<sup>th</sup>  
February 22<sup>nd</sup>  
March 29<sup>th</sup>  
April 26<sup>th</sup>  
May 31<sup>st</sup>  
June 29<sup>th</sup>

These dates may be subject to change.