

Finance Council Minutes
Stella Maris Parish Finance Council
February 26, 2016
2:00 PM at Egg Harbor Village Hall

1. Introductions

- Call to order: The meeting was called to order at 2:01 pm.
- Check-in (2 minute time limit)
 - Present: Fr. Dave Ruby; Richard Dannhausen, trustee; Sharon Brabson, trustee (via Skype); June Biemeret, Chair; Les Kiehnau; Garey Bies; Peg Berezewski, Secretary
 - Lou Covotsos has resigned from the board
- Approval of the minutes 2-12-2016:
 - Minutes approved. Draft watermark removed and emailed to Lori
- Agenda additions or subtractions:
 - Gibraltar High School request for advertising donation – not approved
 - Sister Bay door lock issue/Door Hardware—needs attention asap
- Opening prayer

2. Comments or questions from non- council member: None present

3. Current Financial Report & Investment Review

- Richard presented the financial statements as of January 31, 2016
- Investment accounts incurred unrealized losses due to the current downturn in the stock market.
- Clarification of several accounts on the balance sheet.
 - Peg to follow up with Jim Slomski as to format issues
 - Discussion on Great Plains accounting program
 - Program still not functioning in an efficient manner
 - Although much time and expense has been put into making the system useful, going back to QuickBooks is an option.
 - Diocese no longer uses Great Plains

4. Monthly Collection Review

- Collections are up 7% over the budgeted amount.

5. Pastor's Report: None

6. Committee Reports & Project Updates

- Cemetery
 - June is happy to report that the gravedigger will stay until October and he can help open the new section of the St. Mary of the Lake Cemetery.
- Stewardship Committee
 - Review of Stewardship committee minutes. No new issues to be discussed by the Finance committee
- Buildings and Grounds
 - Painting the sacristy for Baileys Harbor added to Long Range Plan. Interviewing contractors.
 - Lock on Sister Bay location needs replacing. This is a commercial grade lock which will cost approximately \$3,000
- Project Updates
 - Baileys Harbor Rectory Reroofing
 - Roof is done on rectory, but gutters also need to be replaced there.

- Les will research metal tiles for the Church roof

7. Discussion Items

- Budget Process
 - Finance Council needs to document a budget process
 - Peg to prepare a form for the parish groups to gather their budget request information. June will distribute the forms. These forms should be returned by the groups by mid-March.
 - Budget should be enacted by April 2016
- Baileys Harbor – parking lot work under review
 - Engineer for Steve Parent will present proposal for curb to be put in running along the entire length of the Baileys Harbor property on the west side. This will prevent water running from the street behind the property from collecting in the parking lot. Approximate cost is \$4,000.
 - Proposal for connecting downspouts to storm drain before the parking lot is repaved. Bid is in the \$30,000 range
- Money counting process review
 - Garey reports that he is making excellent progress in modernizing the counting process.
 - There are already two teams in the Egg Harbor location. For the Sister Bay location there will also be two teams with 4 counters in Winter and 5 in Summer plus alternates
- Financial system support – external consultants: None needed
- Major Project Planning discussion: Long Range Plan meeting address these needs
- Sister Bay Bedroom Procedures: **See Addendum A**

8. Action Items

- Tower Dismantle Egg Harbor Office
 - Mike Orthober will remove the tower next to the church. This tower was a TV antenna and it is no longer needed.
- Approve Environmental Policy Statement
 - Approved with one change. **See Addendum B**

9. Pending Projects

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10. Coming Events

- Next Meetings
 - Long Range Planning meeting on March 4, 2016 at 9:00 am. Baileys Harbor
 - Regular Finance Council meeting on April 12, 2016 at 2:00 pm. Baileys Harbor

11. Evaluation

- Very productive meeting

12. Closing Prayer – All prayer intentions for parish

Meeting adjourned at 4:05pm

Respectfully submitted

Peg Berezewski, Secretary

Addendum A - Sister Bay Guest Bedroom Procedures

STELLA MARIS PARISH GUEST BEDROOM –SISTER BAY SITE

Only guests on Parish Business will be allowed to stay in the Guest Bedroom. Their stay will be approved by Pastor or a trustee. Such guest could be from Washington Island, Musicians, etc.

Visitors should call the Parish office at least two days advance of stay.

Upon knowledge of a stay; Duane Sitte or Jimmy Nolan will be notified and will can give guest access to the church and room. A key will be available in the room for the Sacristy bathroom and the room.

Jimmy Nolan cell of phone or Duane Sitte can be called in an emergency.

Upon departure sheet sets will be available, strip bed, replace with clean sheets, and put soiled sheets in the laundry basket available.

Wash sheets: Tammy ?

No Pets

Length of stay determined on Parish business.

Jimmy Nolan will clean the guest room and sacristy bathroom after vacated.

Addendum B – Environmental Policy Statement

We, the undersigned faithful of Northern Door County, recognize our role as stewards of the Earth and locally, Door County. We feel compelled to speak out in support of any action that protects and sustains our planet Earth.

We affirm that:

The nurturing and respect for Life is a central doctrine of all faiths on Earth. Yet today ~~we~~ many people are endangering life on Earth with human activity that is upsetting the extraordinary delicacy of Nature's balance and its indivisible web of atmosphere, earth, ocean and life that is Creation. Today our faiths stand united in our stewardship call to care for Creation and to protect the poor and the suffering who many times are the first and most impacted by deterioration to Creation. Strong action on preserving and sustaining Nature's balance is imperative by the principles and traditions of our faiths and the collective compassion, wisdom and leadership of humanity.

We pledge:

To join together to ~~learn, teach and guide~~ teach, learn and guide the people who follow the call of our faiths to learn to live together within the shared limits of our planet—to conserve the limited resources of our home, planet Earth, and preserve the precious environment upon which life depends. We will seek opportunities to unite people to the common cause of protecting Creation, lifting up the poor, and assisting vulnerable communities and species to survive and adapt to changes affecting Creation. In this spirit, we believe this fulfills our calling to wisdom, mercy, and the highest of human moral and ethical values.

We invite all:

To join us in accepting the reality and responsibility of being stewards of Creation with a personal and communal decision to direct our actions to protecting, sustaining, and preserving this precious resource of Life.

(Excerpts from: www.interfaithdeclaration.org)



STELLA MARIS PARISH
OUR LADY "STAR OF THE SEA"™