

MINUTES

St. Patrick's Church Finance Council Meeting
Thursday, March 11, 2021, 6 p.m.
St. Patrick's McCauley Center

Council Members present: Jim Moritz, Bonnie Lange, Twila Dettman, Dave Sanger, Tammy Thompson, Mary Sass, Fr. Chris

Agenda	Minutes/ Discussion	Action Items/Follow-up
I. Opening Prayer- Father Chris	Meeting start time: 6:00 p.m.	
II. Approval of Minutes from January 28, 2021 meeting	Minutes from January 28, 2021 meeting approved with following corrections: Correct amount should be \$254,200 and not \$250,200 as written. Meeting minutes will be posted to the cluster website. A copy of the minutes will be posted on the office bulletin board. Original signed copies of minutes will be placed in the permanent minute book.	Bonnie will correct the minutes. Bonnie will send minutes to Connie in Office to email onto Cheri Moser for posting on the Cluster website. Connie will post a copy to the office bulletin board. Connie will place the original signed copy in the permanent minute book.
III. Approval of February Financial Report	February Financial report approved. The financial report will be corrected by Bruce Frink to reflect the current years 2020 and 2021. The report received by the council had 2018 and 2019 still in the template. Bruce has verified that this report is for 2020 to 2021 comparison. A copy of the Financial reports will be placed in the permanent financials file	Bruce will correct the typo in the February Financial Comparison report to 2020 & 2021 Connie will be asked to place February Financial report in permanent file

	<p>Father noted that he was notified by the Diocese that he will be receiving a salary increase. This will be reflected in future financial reports.</p>	
<p>IV. Old Business follow-up</p> <ul style="list-style-type: none"> a. Scrip account/building loan payment b. Building loan/Rothmeyer estate c. Building trust establishment d. Education trust renamed e. Robo calling system 	<p>Father and Connie transferred the current \$40,000 balance in the scrip account to a newly established building fund account. The Scrip account is now closed. Father has been working to get Church accounts down to two accounts (from the many accounts that we had).</p> <p>Moving forward there will be two checking accounts:</p> <ol style="list-style-type: none"> 1. General Fund account - day to day expenses 2. Building Fund Account - building improvements expenses <p>Father has been in contact with Michelle Brock with the Archdioceses to establish a trust in the amount of \$100,000 with the remaining money from the Rothmeyer estate gift received.</p> <p>Payment to the building loan in the amount of \$138,500 from the Rothmeyer estate was made as discussed at the January meeting</p> <p>The education trust has been renamed as discussed.</p> <p>Dave is looking into getting the robocall account transferred to the Knights of Columbus robocall account. It is not yet determined if the Church robocall account can be transferred, but it is being investigated as an option.</p>	<p>Dave is waiting until after the Service Society has their hot beef dinner on 3/21. The Service Society is planning to use the robocall system to send a reminder out regarding the hot beef dinner.</p> <p>The Knights of Columbus will reimburse for the money transferred into their account from the St. Patrick robocall account (if and when this occurs).</p>

<p>f. Cluster expense adjustments</p> <p>g. Reimbursement Cluster expenses.</p> <p>h. Rectory radon test</p> <p>i. Alarm System</p> <p>j. Lawn care - contract vs. employee</p>	<p>Father confirmed that Bruce has made the adjustments to the cluster expenses as discussed at previous meetings. Effective January, 2021 Cluster expense adjustments are as follows: St. Mary's 35%; St. Patrick's 40% and St. Bridget's 25%. The expense adjustments will not be retroactive to November of 2020 as discussed in January.</p> <p>It is recommended that there be a professional radon test completed in the rectory. The mail in radon test came back with concerning levels and a professional follow-up is the recommended next step.</p> <p>The alarm system is a part of the overall security system that notifies if a water leak occurs. Father continues to investigate the complexity of this alarm system and how the phone lines that come into the building are tied to this system. There are several questions that remain and answers that are not known.</p> <p>A quote from a lawn mowing company was requested and received. The council realizes that the cemetery boards are responsible for cemetery lawn mowing expenses and cannot further discuss the quote of the cemetery lawn mowing. However, the council discussed further that a carve out of hours spent mowing cemetery lawns vs. time spent mowing the Church lawn should be completed to get a more accurate cost analysis. The Church lawn is a separate expense from the Cemetery lawns that the cemetery boards oversee.</p>	<p>Council is okay and in agreement with adjustments starting January 2021 and not November 2020.</p> <p>Jim has sent Father the name of a professional contact. Father will follow-up on getting this scheduled.</p> <p>Father will work with Ron to further investigate the security system and confirm the number of lines that come into the building and which line the alarm system can or does tie into.</p> <p>This discussion has been tabled for the time being.</p> <p>Future discussions may be warranted when the Church lawn mowing equipment is in need of being replaced.</p>
V. New Business	Lawn mowing quote discussion. See details of discussion under old business.	
Mission Series Refund	Mission series refund has not been received	Follow-up is needed on when this will be received.
Parish Fundraising ideas	Parish Fundraising was discussed. Given the current status of the budget this needs further discussion and action planning.	Further discussion at the next meeting.

Other -	The council had a discussion regarding the Service Society. As a part of Dioceses requirements regarding parish finances a record of the Service Society business in the form of a monthly financial report is needed for the Finance Council meeting on the second Thursday of each month. A monthly financial report used to be received by the service society. However, a report has not been submitted for some time.	Father will reach out to Service Society Treasurer- Amy Bunting to request submission of a monthly financial report to the finance council.
Meeting adjournment	Father closed with a prayer Adjourned at 6:50 p.m.	

Minutes respectfully submitted by Tammy Thompson - Finance Committee member

Dated: 3/14/2021; edited 3/15/2021

Signed:  on 3/17/2021