

St James Finance Committee Meeting – April 11, 2019

The St James Parish Finance Committee met in Cigrand Hall on April 11, 2019. Mary Jo Friederich called the meeting to order at 6:30 pm. Present were Fr. Dubert, Mary Jo Friederich, Jerry Clouse, & Bob Kuefler. Fr. Jim opened the meeting with prayer. Jerry moved, second by Bob, to approve minutes of November 08, 2018. Carried.

Fr. Jim noted that St James is in a good financial condition. Fr. Jim then presented a proposed budget for 2019/2020. The proposed budget is lower than previous years. The local population is not growing and there are few new members to help with finances. St James TAXA will be affected by the relocation of the Faith Formation Office to Garner. Review the list of current members on hand at the office in Garner. If someone on the list has moved away or is otherwise on the list in error, notify the office in the next 10 days or so. The parish headcount affects the percentage of the cluster expenses each parish pays. Bob moved, second by Jerry, to approve the 2019/2020 budget. Carried.

Old business: Bob reported repair of the rectory due to snowmelt water damage is nearly complete. Carpet laying will be completed tomorrow and furniture moved into the living room and bedroom on Saturday. Kitchen floor tile will be done when the material arrives. Fr. Jim approved a gift of \$75 to Jim Benson, who textured the repaired drywall and would not submit a bill. Bob noted that the Insurance Representative said he would waive the deductible if parishioners repaired the drywall and wood trim. \$873.50 for materials has been charged at North Iowa Lumber & Design, which will be covered by insurance.

Jerry asked why the funds from the October 2018 turkey dinner have not been disbursed to the Parish Life and Youth accounts and to the Knights of Columbus. Fr Jim replied that there was a significant delay in turning in all expense receipts. Also, a request in writing (email) must be made by the chair or other leader thru Parish Liaison for disbursement. The silent auction was discussed, proceeds from which are intended only for NCYC expenses. Fr Jim stated the office keeps track of where funds come from and their proper uses.

This led to further discussion about handling of money. According to rules from the Archdiocese, money can only be collected the day of an event and no layperson is to have possession of funds after conclusion of the event. This means that money from any fundraiser, including a dinner, must be given to the Pastor immediately at the end of the event. Effectively, this means there can be no pre-event ticket sales and any donations of money toward a dinner in lieu of working the event must be sent to the office in Garner, clearly marked for the dinner. These contributions may come to the office sporadically over perhaps a two week period. The logistics of handling money for a multi-day youth bake sale was not discussed.

New business: Bob proposed vertical blinds to replace current drapes in the rectory. He had an estimate of about \$1,800 for three windows and the patio door. After discussion, a decision was made to include the kitchen for an additional \$400-450, which has not had covering since rectory windows were replaced a few years ago. Bob noted that kitchen lighting is pretty poor and the fluorescent fixtures are odd. He proposed replacing with LED lights for an estimated \$250-300. Moved by Jerry, second by Bob to approve blinds and lighting. Carried.

A new water softener has been installed for \$909.50. The boiler lost water once and Kevin Reicks is monitoring it. The compressor that powers the air thermostats has blown the fuse several times. When this happens during heating season, the system defaults to heat so the church and Cigrand Hall have been extra warm those times. Kevin is working with Nelson Plmbg, Htg & Elec to resolve. Surface water flow will be evaluated this summer to minimize the risk of snowmelt water getting into the rectory. Volunteers will paint the tall white cross when the weather is suitable.

After consulting the opener manufacturer, Advanced Door speculated that the problem with the garage door keypad (will close but not open the overhead door) is likely the circuit board in the opener. Jerry moved, second by Bob, to replace the opener. Carried. Bob will follow up.

At the request of a parishioner, Mary Jo inquired about monetary compensation for organist Nancy Farndale. Fr Jim said compensation for musicians comes out of the cluster budget.

The next meeting is scheduled for 11:30 am August 18, immediately after Mass. Jerry moved, second by Bob, to adjourn. Carried. The meeting adjourned with a Hail Mary and a blessing from Fr Jim.

Submitted by Bob