

# St. Aloysius Administrative Council Minutes

Tuesday, January 23, 2018 – 7:00 pm

*We the members of St. Aloysius Parish, Olivia, Minnesota, believe our mission is to be a community of Catholic Christians young and old, bound together as a community of one faith celebrating the sacraments with Jesus as our center.*

*We believe that the Holy Mass and the Sacraments are the spiritual sources of strength that we need to live out our Roman Catholic faith.*

*We are one in Christ with many gifts striving to create a Catholic Christian environment where all can grow spiritually, physically and emotionally within the limits of our resources.*

*We live out our beliefs in loving service: to the sick, the elderly, the lonely, bereaved, to people in mission countries and to work for justice in our society. We make a special commitment to parents in order to assist them in handling on faith and tradition to their children.*

*It is in St. Aloysius Parish that all of this faith activity happens. Our mission is to part of the Diocese of New Ulm and the Church in the world – the mission of Jesus.*

*~ Parish Mission Statement approved 2002.*

**Members:** Jean Herdina (trustee), Duane Remer (trustee), Mike Filzen (2005), Jim Boersma (2016), Dr. Mark Moore (2015), Rob Thurston, Jr. (2015), Jim Zenk (2011), Corinne Tauber (2013), Fr. Denny Labat (Pastor - ex officio), Sara Anderson (Business Mgr – ex officio), Barb Mathiowetz (Financial Mgr – ex officio)

A. Routine Matters – Meeting was called to order at 7:00 p.m. by Mike Filzen

1. Opening Prayer – Fr. Denny led opening prayer
2. Roll Call – absent: Jim Boersma, Dr. Mark Moore
3. Additions to Agenda – added under New Business #4. Questions/clarifications on St. Mary donations church vs. school and general fund
4. Approval of minutes – September 26, 2017 – Corinne first name misspelled under Maintenance Report. – Motion was made and seconded with correction of name. Motion carried.

B. Reports

1. Area Pastoral Council report (reps Abby Thurston, Kim Lippert) - November 28<sup>th</sup> Meeting – Sara Anderson reported that they discussed the AFC Mission to be held in 2019 and that planning will start approximately six months prior to the mission. They discussed that the Willmar AFC has sacred dates where when one church has an event the other churches in the AFC do not schedule anything. Our AFC is currently working at doing this as much as possible. They need to decide what type of events are to be considered sacred.

3. Maintenance Report – November 7, 2017– Corinne Tauber reported that they welcomed Bob Haney as a new member and Doug Olinger, AFC Facilities Manager was at the meeting. The minutes from the meeting were provided to this council prior to our meeting. One new project was added to the list: to repair/replace church parking lot. The doors on the north side of the Jubilee Center have been fitted with handicap automatic door openers. Motion was made and seconded that the Maintenance Committee should determine the total amount needed for the maintenance projects and to form a campaign committee to raise the money to cover the projects. Motion carried. It was decided that Duane Remer and Mike Filzen will be the representatives for the Administrative Council for this committee.

4. Finance Report – Balance Sheet and Profit & Loss (Statement of Activity) were provided to the council members prior to the meeting for period ending December 31, 2017 and for period of July 1 through December 31, 2017 respectively. Barb Mathiowetz reviewed the financials at the meeting and reported that the Mass, Cemetery and Edward Jones accounts have not been reconciled thru December 31, 2017, but the checking and savings have. Duane Remer recommended that the amount under 1808 Furniture & Equipment be reviewed and depreciated or even possibly removed. Barb reported that Holy Redeemer needs to be billed for their share of Nancy and Steve's payroll expenses for July and August. (Nancy and Steve became AFC employees in September.) Barb also reported on line items under 5600 Church Facilities Expense: 5653 Building Improvements \$5,306.53 - \$1k architect for front steps, remainder for handicap auto door openers (covered by designated donations); 5655 Furniture/Equipment Purchases \$1,059.52 for roasters & dishes (covered by designated donations); 5660 Furniture/Equip

Repairs should be recorded under 5638. We are currently showing a surplus through December 31, 2017.

a. Fundraisers Report – Fall Festival – report was in the bulletin, net monies reported under 4210 Fall Festival on the Profit & Loss was \$22,123.61 which is just over budget (\$22K).

b. Financials – Year End Report to parishioner – A letter with financials was mailed to every parishioner in November with an ask to increase giving to help reduce/eliminate the budgeted deficit.

c. 2017-2018 Budget Deficit – We are already seeing some of the parishioners responding to the ask to increase weekly donations. It has only a couple of months so it is too early to know the impact on the budgeted deficit.

d. 2017-2018 DMA Funds – We have received our first payment from the diocese for our parish share of the DMA. (This was previously voted on to go to the maintenance fund.)

e. DUF Calculation – Fr. Denny reported that he contacted the diocese on the DUF calculation and explained how they calculate to the council. The revenue reported to the diocese is reduced by all Catholic education (school and faith formation) expenses when calculating DUF. Other factors looked at in determining DUF are: number of parishioners and number of \$50 or more givers. St. Aloysius' DUF is slightly higher than St. Mary's (by \$300 for the year approximately.)

#### C. Unfinished Business

1. Diocese of New Ulm Bankruptcy – they are currently in mediation and it is moving forward but no final date has been determined for settlement

2. One Priest Weekend Schedule – Fr. Denny reported that St. John's time for the holiday day on December 31<sup>st</sup> was moved to 6:30 p.m. from 7:00 p.m. and that there was just enough time for him to get there so this could be a possibility for future one priest weekends.

3. Ice Cream Social Envelope - New Name – to be addressed at an upcoming meeting

#### D. New Business

1. Gas Vouchers - AFC - What if our funding is gone – We are currently \$312.19 in the red. It was recommended that this be published in the bulletin and that a second collection be taken up to reduce this deficit and then see where we are at after this collection.

2. Legacy Planning Presentation – Sara reported that we can have a person from Catholic Community Foundation come and present on planned giving. This could be opened up to anyone in the diocese. There is no cost. The council thought this was a good idea and she should go ahead with this.

3. Children's Envelopes - instilling a sense of stewardship – Sara asked the council for their thoughts on continuing with children's envelopes and it was decided that to start with one box per household so that all the children can have an envelope (including the preschool age and younger) and that they should continue to not be dated so that extra boxes can be used from one year to the next.

4. Questions/clarifications on St. Mary donations church vs. school and general fund – Rob Thurston, Jr. addressed the council with concerns he has heard from within the surrounding community regarding donations being made to the school and that they had heard the school donations were not going to the school but to the general fund. Fr. Denny clarified what the general fund is - that there is one checking account for both the church and school at St. Mary's which is the general fund. This account is where both the school and church expenses are paid out of. Donations for school support are recorded and credited to St. Mary's school.

#### E. Schedule of Upcoming Events

#### F. Future Business

1. Next regular meeting – (4<sup>th</sup> Tuesday – Jan, Mar, June, Sept) **2017**: March 27, 2018

2. Agenda items –

G. Closing Prayer – meeting was adjourned at 9:15 p.m. with closing prayer led by Fr. Denny

Respectfully Submitted,

Barbara Mathiowetz and Corinne Tauber, Secretaries