

St. Mary's Administrative Council Minutes

Monday November 27 – 7:00 pm

A. CALLED TO ORDER- by Todd Sheehan 7:01 pm

1. Opening Prayer- Led by Fr. Denny
2. Roll Call- Present: Fr. Denny Labat, Chuck Honzay, Chuck Amberg, Todd Sheehan, Larry Welsh, Tony Ziller, Summer O'Neill, Tom Wertish, Glen Rodel, Barb Mathiowetz Absent: Fr. George Schmit, Mike Nagel, Also Present:

B. ROUTINE MATTERS

3. Additions to Agenda-
4. Approval of minutes – July 17, 2017-was approved as corrected by Sara. Corrections were as printed.

C. REPORTS

1. APC- Area Mission 2019 committee decided to do March 31-April 3, 2019
2. School Report– Enrollment trends were provided via printouts. Sara gave an overview that it seems that we are in the norm of the diocese but we still have financial means to deal with.
 - a. Daycare Update. Indicated that one is still interested but not a lot of communications has been received. Tracy has reached out. The house is still empty and we are making lease payments. As of the 15th of September it is closed. We are holding tight to hear back from interested party. We will be exploring options with Kevin, Brian, and Susie. Sara to set up meeting.
3. Maintenance Report - Tile roof bid was actually on for part of the roof so the tile came in higher than the steel option. Due to the miscommunication on the bidding documents we are now looking as steele to be the option for roof replacement on the school.
4. Fundraisers Report-Status on Fall Collection provided by Barb Mathiowetz. \$24k roughly doesn't include this weekend. \$10k less than last year at this time.
5. Finance Report-Copies provided.
 - a. Year End July 1, 2016-June 30, 2017- All parishes dropped membership taking a big deficit and asking additional \$5/household/week to reduce the debt over many people. This was stressed in the bulletin to make people aware. The Ed Committee stated that we need to look at budget differently to accomplish the goal of coming out of deficit. It was stated that 62% of the school revenue had to cover expenses of the school and church covers the rest. This formula was of past and could be stated vice versa. Ed Committee is looking at making people aware of the finances and what parish members could do. Getting the information in front of the people is important.
 - b. 2017-2018 Budget Deficit- Current budget was provide and discussed by Barb Mathiowetz. Expenses are in line. School is up a little. Tuition assistance was given more than budgeted. There is quite a bit of designated not spent yet. Endowment was touched on and there is a misunderstanding that it could be used for school. The correct information is that it is the interested that can be used not the principle. Grant options will be sought out by Ed Committee, as well, as seeking out alumni.
 - c. 2017-2018 DMA-provided by Glen Rodell., 20% that goes back to the parish needs to be designated to something. St. Mary's DMA goal roughly \$22K. Maintenance is the designation.

D. UNFINISHED BUSINESS

1. LPi- Parish App-Complete-Download it for it is available.
2. School Roof- Discussed in Reports
3. Daycare House Status-Discussed in Reports

E. NEW BUSINESS

1. Funding Gas Vouchers-At the AFC meeting it was stated that some do it and some don't. The idea that the amount should be the same at all parishes. St. Mary's is partaking in this event but not budgeted. Table topic.
2. Emergency Preparedness-
 - a. School Lunch Program- weakest area because anyone could come in but we are limited with what we can do to make it safe. Locking Church doors during lunch is an option to be explored because of vulnerability during school lunch.
 - b. Church Building Plans-Church exits etc. emergency procedures
3. Envelope Company changes to OSV-
 - a. Children's Envelopes- No box sets. Don't include dates. Discussion to continue children's envelopes took place.
4. Legacy Planning Presentation- Information provided by Sara. Bill Marsal is available to speak on this issue. Board thought it would be good for him come out and share his information.
5. Resignation of Tony Ziller. We thank him for his many years of service to the board.

F. FUTURE BUSINESS

1. Next regular meeting –February 26, 2018

G. CLOSING PRAYER AND ADJOURNMENT- led by Fr. Denny. Meeting adjourned at 9:10pm

Submitted by Summer O'Neill, Recording Secretary.