

**St. Bruno Parish Finance Council
Meeting Minutes
November 16, 2015, 7:00 PM**

Members Present: Father Ralph Gross, Father Chuck Wrobel, Tim Dittman, Jim Keller, Joe Kuenzle, Steve Paquin, Pam Schmitt, Elizabeth Senglaub, Scott Vandenhouten

Others Present: Rita Borowski

Members Absent: Amanda McCollough, Pat Seegers

Meeting Location: St. Bruno Parish

Old Business:

- A. Approval of October Meeting Minutes – Minutes were approved.

New Business:

- A. Review of October Financials – Net gain of \$3900 for the month. Year to date, expenses are down \$26,055 compared to Budget and parish support is \$3000 above Budget. The Turkey Dinner ended up with a net gain of \$3318. The raffle ended up with a net income of approximately \$10,000, a decrease of \$2500 from last year.
- B. Financial Red Flags – None.
- C. Pastoral Council Update – Joe Kuenzle reported on the success of the St. Bruno retreat held on October 31, 2015, attended by Father Ralph, Father Chuck, Pastoral Council, Finance Council, and Parish Staff.
- D. Buildings and Grounds Items –
 - a. Church Lighting Modules – Rita Borowski relayed an update from Pat Seegers that a vendor has been located that has the necessary parts and can rebuild two of the failed lighting control modules at a cost of \$450 each. The repairs are expected to be completed in a couple of weeks. The evaluation of a conversion to LED lighting in the Church is also underway. There was discussion that it would be best to hold off on any additional repairs to lighting modules until the LED conversion evaluation is complete.
 - b. Kitchen Refrigerator – Rita Borowski reported that the second refrigerator in the Kitchen that was not maintaining temperature was repaired at a cost of about \$200.
- E. New Business Manager –
 - a. Father Ralph announced that Business Managers have been hired for both St. Bruno and St. Paul. The Business Manager for St. Bruno is Steve Spiegelhoff. His starting date is November 23, 2015.
 - b. Father Ralph thanked Pam Schmitt for her service over the last four and a half months as the interim Business Manager. Father also thanked Pam for her service over the last three years as the St. Bruno Administrative

Assistant. Pam has announced she is leaving St. Bruno's for another opportunity. Pam said she will assist in the transition for the new Business Manager.

F. Budget Committee –

- a. The Council discussed preparations for the upcoming budget effort. Tim Dittman is talking to people about participating on the Budget Committee. Elizabeth Senglaub volunteered; Jim Keller said he was willing if needed.
- b. Tim suggested the Budget Committee meet on the third Wednesday of each month, starting in January.
- c. Rita expressed a preference to build the budget from zero, however there was recognition that a zero-based budget approach may take more time and may not be feasible this year.

The next meeting will be Monday, December 14, 2015 at 6:30 PM at St. Paul Parish.

The meeting was adjourned at 7:55 PM.

Respectfully Submitted, November 18, 2015, by

Jim Keller
Secretary

Finance Council Approved: _____, 2015