

**St. Bruno Parish Finance Council
Meeting Minutes
January 16, 2017, 7:00 PM**

Members Present: Rita Borowski, Louise Diodato, Jim Keller, Joe Kuenzli, Steve Paquin, Pat Seegers, Elizabeth Senglaub, Steve Spiegelhoff, and Father Dan Volkert

Others Present: Ben Holzem, Mark Karpfinger, Dave Stuart

Members Absent: Tim Dittman

Meeting Location: St. Bruno Parish

Old Business:

- A. Approval of December Meeting Minutes – Minutes for the December 19, 2016 meeting were approved.

New Business:

Acting Chair. Elizabeth Senglaub continued to serve as Acting Chair of the Finance Council with the absence of Chair Tim Dittman.

A. Review of December Financials –

- a. Net income year to date is \$165,853, which is \$74,871 ahead of budget. Steve Spiegelhoff reported we continue to have a very good year financially.
- b. The balance on the mortgage has dropped to \$698,000.

B. Financial Red Flags –

- a. Steve Spiegelhoff reported no red flags.

C. Pastoral Council Update –

- a. The Pastoral Council did not meet since the last Finance Council meeting.

D. Capital Expenditures –

- a. Parish roof. Buildings and Grounds is looking at replacing the shingled roof on the front of the building with a metal roof. A parish member has indicated a willingness to donate the labor and materials for the metal roof, up to \$25,000. Steve Spiegelhoff reported that following last month's meeting, he has been advised by a number of tax experts that St. Bruno would not be able to recognize a donation in 2016 as originally contemplated by the donor. Steve Spiegelhoff will follow-up on the status of the donation.
- b. Parking lot resealing. This will be pursued in spring.

E. Stewardship Appeal -

- a. Mark Karpfing and Dave Stuart discussed initial planning for the next stewardship appeal. The current 3 year commitment period ends at the end of 2017. The usual practice has been to conduct an appeal campaign that will begin in March or April and be completed in November, prior to the start of Advent.
- b. After discussion, the Finance Council confirmed that the next appeal should again be for a 3 year commitment period addressing both the mortgage and operating expenses of the Parish and its ministries. It was noted that the mortgage should be close to being paid off by the end of the 3 year period.
- c. Pastoral Council should provide input on the long-term vision of the Parish that can be useful in the campaign (Louise Diodato and Joe Kuenzli will bring this request to the next Pastoral Council meeting).
- d. Mark and Dave pointed out the high level of effort (100+ volunteers, mailings, handouts, etc.) historically involved in a stewardship appeal. They agreed to provide the Finance Council with a menu of the efforts deployed in the past to allow a discussion of possible means of making the effort more efficient with fewer resources.

F. Budget Committee –

- a. The Budget Committee meeting scheduled for January has been postponed and will be rescheduled.
- b. Steve Spiegelhoff reported that the Budget Committee will be receiving staff budget data soon.

G. Tuition Rates -

- a. Ben Holzem, School Principal, presented information on the St. Bruno School tuition structure and recommended some changes. Ben shared a market comparison of the tuitions charged by grade, at area Catholic schools. The survey showed that St. Bruno's tuition was generally above the market average for K-3 and K-4 and below the average for K5 to 8th. Ben noted that St. Bruno's enrollment is now growing but that the tuition levels need to be managed. He noted that lower tuition levels for the K-3 and K-4 grades will encourage enrollment of more young students that will hopefully then continue at St. Bruno's School for the higher grades.
- b. Ben Holzem also presented a projection of the overall tuition revenue with the proposed tuition levels compared to the 2016-2017 budgeted tuitions. The conclusion was that the proposed tuition structure would result in a modest (\$14,988) increased in annual tuition revenue.
- c. The Finance Council discussed the proposed changes in tuition structure. The Finance Council voted to support the recommended changes to the tuition structure for St. Bruno Parish School as presented by Ben Holzem for the 2017-2018 school year (the vote was contingent upon the vote of Father Dan Volkert, who had stepped out before the vote, and further

contingent upon receipt of a favorable review from Tim Dittman who was not present). Steve Spiegelhoff will brief Father Dan and Tim.

H. Open–

a. No items were discussed.

The next Finance Council meeting will be Monday February 20, 2017, at 6:30 PM at St. Paul Parish.

The meeting was adjourned at 8:00 PM.

Respectfully Submitted, January 18, 2017, by

Jim Keller
Secretary

Finance Council Approved: _____, 2017