

**St. Bruno Parish Finance Council  
Meeting Minutes  
August 21, 2017, 6:30 PM**

Members Present: Tim Dittman, Jim Keller, Steve Paquin, Cindy Maloney, Pat Seegers, Elizabeth Senglaub, Steve Spiegelhoff, and Father Dan Volkert  
Others Present: Bill Snyder  
Members Absent: Jill Rood  
Meeting Location: St. Bruno Parish

Old Business:

- A. Approval of June Meeting Minutes – Minutes for the June 26, 2017 meeting were approved. Note there was no meeting in July.

New Business:

- A. Review of Final 2016/2017 Financials –
  - a. Net income for the fiscal year ending June 2017 was \$62,229. This is prior to an adjustment related to accounting for the endowment fund.
  - b. Steve Spiegelhoff reviewed the “pre-buy” expenditures made at the end of the fiscal year and those that were accrued.
  - c. There was a discussion of accounting for Endowment Fund gains. The Finance Council approved a motion that, going forward, we will not record unrealized gain on investments in the Endowment Fund.
  - d. “Finance Corner” in the bulletin. There was a discussion of how to make the information provided more relevant and clear to parishioners. There was agreement to pursue providing “weekly offertory – actual vs. budget”. Steve Spiegelhoff will put something together.
  
- B. Review of July Financials –
  - a. July showed a net gain of \$2,238 against the budget.
  
- C. Financial Red Flags –
  - a. There were no red flags.
  - b. Steve Spiegelhoff reported that a previous red-flag has been resolved. One Pace Setter gift pledge that had been delayed was finally received in August.
  
- D. Pastoral Council Update –
  - a. There was no meeting of the Pastoral Council on which to report.
  
- E. Capital Expenditures –
  - a. Gym floor. Not a safety issue, this is a lower priority item.

- b. Gym tables. The tables used for school lunch, which fold into the blue metal cabinets, are falling apart and damaging the gym floor. The new tables are expected to be installed by the end of October.
- c. School bathroom partitions. The partitions have been replaced, under budget.
- d. Altar railing(s). Fr. Dan will discuss with the Prayer and Worship Committee.

F. Archdiocese Assessment Increase –

- a. Fr. Dan and Steve Spiegelhoff reported that the current assessment for each parish in the Milwaukee Archdiocese is 4% of the parish's net assessable income. A recent national survey indicates that the Milwaukee assessment is one of the lowest in the US. The Milwaukee Archdiocese is considering an increase in the assessment. At this point it is not clear how much it will increase or when it would take effect. The process will take several months before a decision is made.

G. Next Appeal –

- a. Fr. Dan reported the appeal planning process is progressing on schedule. Pace setter meetings are scheduled. The committee is working on the brochure. The wording for Fr. Dan's letter has been completed.

H. Gathering Space Display –

- a. Bill Snyder, Youth Minister, presented a need for a video display in the Gathering Place. There was considerable discussion by the Finance Council on the needs and possible solutions. There are number of ministries and events that would benefit from a system. Permanent options, such as one or more large (65 inch) flat screen monitors, and mobile solutions were discussed. The Finance Council toured the Gathering Place and concluded that a single flat screen monitor would not be large enough and instead opted to pursue a motorized screen and a cart with the projector, laptop, and other equipment. A wood work valence would hide the screen when it is rolled up. Price estimates for such a system will be obtained.

I. Personnel Committee Formation –

- a. Fr. Dan is reaching out to possible committee members.

J. Finance Council New Member Search –

- a. This is Jim Keller's last meeting of the Finance Council as he has now served two consecutive two-year terms as an at-large member.
- b. The other at-large members are Elizabeth Senglaub with one year remaining on her term and Tim Dittman starting a new two-year term.
- c. At-large members are selected by the Pastor. Fr. Dan will seek a replacement to serve a three-year term.
- d. Elizabeth Senglaub will act as temporary Secretary.

K. Open –

- a. “Finance Corner” in the bulletin. There was a discussion of how to make the information provided more relevant and clear to parishioners. There was agreement to pursue providing “weekly offertory – actual vs. budget”. Steve Spiegelhoff will put something together.
- b. Steve Spiegelhoff asked who in the Parish should consider two items: (1) a new parish directory and (2) whether to continue to use envelopes or return to the use of monthly statements. Steve was directed to talk to the Stewardship Committee for both items.

The next Finance Council meeting will be Monday September 18, 2017, at 7:00 PM at St. Bruno Parish.

The meeting was adjourned at 8:45 PM.

Respectfully Submitted, August 25, 2017, by

Jim Keller  
Secretary

Finance Council Approved: \_\_\_\_\_, 2017