

**St. Bruno Parish Finance Council
Meeting Minutes
September 18, 2017, 7:00 PM**

Members Present: Tim Dittman, Steve Paquin, Cindy Maloney, Pat Seegers, Elizabeth Senglaub, Steve Spiegelhoff, Jill Rood and Father Dan Volkert.

Others Present: None

Members Absent: None

Meeting Location: St. Bruno Parish

Old Business:

- A. Approval of August Meeting Minutes – Minutes for the August 21st, 2017 meeting were approved with the condition of an update to New Business “a” wording.

New Business:

- A. Review of August 2017 Financials –
 - a. Attendance at Mass and giving are down from last year approximately 3%. Net income is a little behind budget.
 - b. Mortgage is down to \$603,000.
 - c. There is \$600.00 in pre-paid registration Steve needs to figure out where it actually goes.
 - d. Overall, no red flags
- B. New Appeal Update –
 - a. Pamphlets are ready to go- Approved to go out to parishioners.
 - b. Pacesetter Invitations have been sent out for the October 3rd dinner.
 - c. Second tier invitations have also been sent out.
- C. Pastoral Council Update –
 - a. Discussed a Security/Safety committee to set up security protocol.
 - b. Spiritual Retreat being organized. Hopefully two retreats in 2018.
 - c. Discussed having a contemporary Mass the 3rd Sunday of the Month at the 10:30 am Mass.
 - d. Turkey Dinner discussed – October 1st this year.
 - e. Talked about the upcoming Alpha Presentation.
- D. Capital Expenditures –
 - a. Gym tables: The new tables are expected to be installed by the end of October.
 - b. Altar railing(s). Mary Daniels will contact the architect and see what can be done to put a railing up.
 - c. Discuss the handout on the new Audio Visual equipment. View each item and its price. Approved purchase of equipment.

- E. Presentation of Financial Information in the Bulletin –
 - a. Still in progress: Maybe use Actual verse Budget support Information.

- F. School Choice Audit –
 - a. The School Choice Auditors didn't like the form the financials were presented in. They want the financial in GAP form. We need to create a completely new Balance sheet for GAP. The accrual accounts will most likely not appear on this balance sheet.

- G. Personnel Committee Formation –
 - a. Fr Dan had two names, one declined and one was not reached. Need to find two people along with Steve Paquin and Fr Dan. Looking for people with HR back round to help develop handbook, pay rates, job descriptions and benefits.

- H. Finance Council New Member Search –
 - a. Looking for recommendations, some names were mentioned and Fr Dan will follow up.

- I. Open –
 - a. Golf Outing: Net Income was \$16,731.67. \$5000.00 will go to the school, \$5000.00 to the Parish and the balance to School Tuition Assistance.
 - b. Online Giving: We currently have 5 ways of online giving, all work separately of each other. LPI – who does our Bulletin Publishing- offers all the same services in one spot, is more cost effective and they would carry the PCI compliance and have the legal responsibility. Finance council approved the switch to use LPI. We will send this new information on online giving to the New Appeal committee so they can add this information to their appeal.
 - c. Copier Proposal: Viewed handout containing current copier information and proposed new copier equipment. New proposal had a yearly savings of \$735.48. Finance Council approved new copier equipment proposal.

The next Finance Council meeting will be Monday October 16, 2017, at 6:30 PM at St. Paul Parish.

The meeting was adjourned at 8:15 PM.

Respectfully Submitted, October 13, 2017, by

Elizabeth Senglaub
Secretary

Finance Council Approved: _____, 2017