

**St. Bruno Parish Finance Council
Meeting Minutes
March 20, 2017, 7:00 PM**

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

Others Present: None

Members Absent: Rita Borowski, Steve Spiegelhoff

Meeting Location: St. Bruno Parish

Old Business:

- A. Approval of February Meeting Minutes – Minutes for the February 20, 2017 meeting were approved.

New Business:

Chair. Tim Dittman fully resumed his role as Chair of the Finance Council. The Council thanked Elizabeth Senglaub for serving as Acting Chair for the last three meetings.

A. Review of January Financials –

- a. Net income year to date is \$203,766, which is \$139,209 ahead of budget.
- b. Tim Dittman will follow-up with Steve Spiegelhoff on accounting for St. Vincent DePaul.

B. Financial Red Flags –

- a. A Pacesetter donation of \$150,000, anticipated in December 2016, is now anticipated to be a \$75,000 donation before the end of the Fiscal Year.

C. Pastoral Council Update –

- a. Louise Diodato reported the Pastoral Council discussed the possible development of a hard covered book of the history of St. Bruno Parish. A parishioner is willing to print the book at cost. The Finance Council discussed the concept and voiced support for giving the book to parishioners (and asking for donations) as opposed to selling the book as a fund raiser. More information on costs is needed.
- b. A date for the leadership retreat has not yet been set.
- c. The Pastoral Council also discussed advertising for the Men Who Cook dinner/auction and whether improvements are needed at the Rectory.

D. Capital Expenditures –

- a. Outdoor classroom. Father Dan has given his OK to continue development of this concept. A school group met with the Buildings and Grounds Committee to discuss the proposal. Buildings and Grounds has asked that the proposed location be staked. Ben Holzem (Principal) and

Juanita Gutbrod (K3/K4) will meet with neighbors. The Finance Council asked Buildings and Grounds to check with our insurance carrier on whether there is an increased liability and to check with the Village of Dousman on whether there are any wetland or other restrictions triggered by the proposal.

- b. 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. There is no news on the status of the donation.
- c. Parking lot sealer. Buildings and Grounds recommends the parking lot be sealed, cracks filled and restriped in June after school lets out. The Finance Council reviewed the bidding information collected by Buildings and Grounds. Money appears to be available this year. The Council voted to approve Buildings and Grounds Committee's recommendation to proceed.

E. Expenditure Process -

- a. Rita Borowski has drafted a new process as discussed at the last Finance Council meeting. Father Dan will review and then forward to the Finance Council for review and approval at our April meeting.

F. Budget Committee –

- a. The Budget Committee's work continues.
- b. The Finance Council discussed key elements of the School budget including some salaries and the philosophy for using merit and market adjustment raises.
- c. Tim Dittman reported that the proposed budget is close to completion and that a preliminary budget may be ready for the next Finance Council meeting.

G. Waste Disposal Contract –

- a. It was reported that the new contract has been awarded as discussed at the February Finance Council meeting.

H. Stewardship Appeal -

- a. Steve Paquin has taken the lead to work with past and present leadership of the fund appeal and members of the Pastoral Council to craft the vision for the next appeal.

I. Open –

- a. Father Dan explained that Rita Borowski's contract has come to an end and will not be renewed. The Finance Council will develop a letter to Rita thanking her for her efforts with the St. Bruno and St. Paul parishes.

The next Finance Council meeting will be Monday April 17, 2017, at 6:30 PM at St. Paul Parish.

The meeting was adjourned at 8:30 PM.

Respectfully Submitted, March 23, 2017, by

Jim Keller
Secretary

Finance Council Approved: April 17, 2017