

ST. MARY'S FINANCE/BUILDINGS & GROUNDS

St. Mary's Finance and Buildings/Grounds meeting minutes from 9-12-23

1. Attendees included Nancy, Kimberly, Rick, Jeff, Dave, Gavin, Andy and Eric
2. Kathy and Sue from the Cemetery Committee attended to talk about future financial needs and support. Dead tree removal, new tree plantings, replenishing the perpetual fund and cemetery expansion were all discussed. Kathy will go back and document immediate, short term and long term needs so that all can be budgeted for.
3. June minutes approved.
4. After adjustments for market increases on investments and the Polzen donation, fiscal year 2022/23 ended up \$10K in the black. Through the first two months of 2023/24 the P&L is \$20K in the black after market increase adjustments. The balance sheet continues to be strong. Nancy will look into options for investing Parish cash in CD's and not having all of the cash at TSB Bank. The \$51K left over from the Faith in our Future campaign has been requested to be moved from the Archdiocese control to St. Mary's control.
5. Projects that remain to be completed include the following:
 - a. Church bathroom upgrades are completed except for installing baby changing table – now completed
 - b. Lighting for Church statues – Jeff. Will be a winter project.
6. Cleaning and updates to rectory offices – Rick will investigate adding small water heater to both buildings. On hold.
7. Mary Jo recommended that at a minimum, the office bathroom be repaired and painted. (On hold pending consolidation decision) Dave and Rick
8. Projects that will need to be considered in the future include
 - a. Refinishing or replacing church pews. Quote from Gunder to replace \$96K, refurbish \$66K or refurbish pews/replace kneelers \$78K. Included in capital campaign. Andy highly recommended that we keep the Church open if we go ahead with the project
 - b. Repairing concrete cracks around the school and church. Work started on June 15th with completion week of June 19th. COMPLETED
 - c. Repair/replace office roof due to wind damage. Jeff replaced shingles, but noted roof was in poor shape. Two quotes with Skyline at \$13,800. Will put on hold pending facility expansion direction.
 - d. New chair and table for Fr. Joe in Church – Jeff looking into refurbishing
 - e. Repair of parking lots in 2023 – Father Joe approved low bid of \$12,600 from Applied Sealing in Iron Ridge. COMPLETED
 - f. Water leakage around school foundation (monitor)– This is being addressed with concrete repair project. COMPLETED

- g. Keyless entry for school entrances – Mary and Jeff recommending upgrades to two main doors and gym door at this time. Father Joe approved Atlas quote for \$17,000 for both school and church. Should be completed by end of September.
 - h. Father Joe would like to have a handicap ramp added to the Rectory – Jeff (on hold)
- 9. Deb Helmbrecht has volunteered to submit paperwork to the gaming commission. Only 16 surveys were turned in. Only one person volunteered to be a supervisor and 8 to be workers. The Finance Committee members recommended that we drop bingo based on the results. Deb attended the meeting and will make sure the final bingo event is held on November 12th to pay out the progressive pot.
- 10. School/daycare expansion project – Rick has contacted the Bachhuber Foundation, MEC, Michel's Corporation and Metalcraft to determine financial feasibility to go ahead with the project. A high level document was given to them describing current state, future state, project scope and financing. Have not heard back from MEC and Metalcraft. The Bachhuber Foundation and Michel's Foundation will be discussing at their respective Board meetings before the end of the year.
- 11. Father Joe would like to have a security fence in the hallway when the gym is being used during school hours by outside groups (i.e. funeral lunch).
- 12. It was approved to have a St. Vincent de Paul drop box located in the upper Church parking lot. Now in place. Notification will be made in bulletin.
- 13. Father Joe would like to have more discussion on Church security during masses. (locking doors, security cameras, etc.) Jeff getting quotes for options on Church front doors.
- 14. Next meeting is scheduled for October 10th at 6:30 pm at St. Theresa

Proposed Agenda:

- 1. Discuss cemetery project
- 2. Approve September minutes
- 3. Review financials, along with cash investment options
- 4. Review status of open projects
- 5. Facility planning for school/daycare/religious education/admin/parish center
- 6. Discuss interim facility plans for office staff
- 7. New business