

ST. MARY'S FINANCE/BUILDINGS & GROUNDS

St. Mary's Finance and Buildings/Grounds meeting minutes from 4-12-23

1. Attendees included Nancy, Rick, Mary Jo, Dave, Eric, Jeff, Gavin and Father Joe.
2. March minutes approved.
3. Other than the value of marketable securities being down year over year, the balance sheet appears to be fine. We would be in the black \$8,500 for net income for the first 9 months if the market value gain was excluded. Weekly stewardship is down almost \$24,000 year over year and \$19,000 compared to budget.
4. Rick will start working with Mary and Kelly on the 2023/24 budget.
5. Projects that remain to be completed include the following:
 - a. Church bathroom upgrades are completed except for installing baby changing table. A big thank you to Jim Cinamin for all his help.
 - 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. Received quote from Hechimovich Masonry. Waiting for work to start in spring.
 - 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 – Rick to get quotes.
 - f. Water leakage around school foundation (monitor)– Jeff and Rick
 - g. Keyless entry for school entrances – Mary and Jeff recommending upgrades to two main doors and gym door at this time. Quote needs to be updated to reflect this.
 - h. Father Joe would like to have a handicap ramp added to the Rectory – Jeff
 - i. There was some confusion relative to the school fire alarm system. It is operational and tested on a regular basis.
 - j. Need to replace two furnaces in Church due to cracked heat exchanger. Jeff will place an order with Sure-Fire.
9. Deb Helmbrecht attended the meeting to talk about bingo with Julie passing. She has volunteered to submit paperwork to the gaming commission, and to draft an e-mail asking for help to continue running bingo.
10. Meeting was held with Mary, Andy Gaertner from Archdiocese, School Board committee members and Finance committee to discuss facility expansion options. NOTE: Mary did comment on this at the October meeting. She would like to offer classes through 6th grade and find space for daycare. Three rooms to split up infants, toddlers and preschoolers in about 2500 to 3000 SF of space. Religious

education, administrative and parish center needs also should be considered, along with traffic flow. Excel Engineering will be asked to provide some high level conceptual options. Father Joe approved conceptual design. Jeff will get contract signed and back to Excel.

11. After reviewing three bids for lawn care, we will have Paul's Lawn Service perform the work at \$350 per session.
12. New business – Mary Jo would like to see a take and return library book station placed in Church, and 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)
13. Next meeting is scheduled for May 9th at 6:30 pm at St. Theresa

Proposed Agenda:

1. Approve April minutes
2. Review financials
3. Review status of open projects
4. Facility planning for school/daycare/religious education/admin/parish center
5. Discuss interim facility plans for office staff
6. New business