

ST. MARY'S FINANCE/BUILDINGS & GROUNDS

St. Mary's Finance and Buildings/Grounds meeting minutes from 6-13-23

1. Attendees included Nancy, Rick, Mary Jo, Dave and Eric
2. May minutes approved.
3. YTD May financials show the Parish to be in the black by almost \$37K after adjustments for the market increases and the Polzen Trust. This should have been offset by the concrete repair and security projects, but they will slide into the new fiscal year. The balance sheet remains in good shape. Stewardship down over \$28K year over year. Rick will write up a proxy for Father Joe to get the \$51K from the Faith in our Future Campaign to pay for parking lot repairs (\$12,600), church and school security (\$17,000) and the various concrete repairs (\$17,000)
4. Projects that remain to be completed include the following:
 - a. Church bathroom upgrades are completed except for installing baby changing table.
 - b. Lighting for Church statues – Jeff. Will be a winter project.
5. Cleaning and updates to rectory offices – Rick will investigate adding small water heater to both buildings. On hold.
6. Mary Jo recommended that at a minimum, the office bathroom be repaired and painted. (On hold pending consolidation decision) Dave and Rick
7. 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.
 - 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.
 - f. Water leakage around school foundation (monitor)– This is being addressed with concrete repair project.
 - 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.
 - h. Father Joe would like to have a handicap ramp added to the Rectory – Jeff (on hold)
8. 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.
9. 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. Four options were presented. Some refinements were made with a follow up

meeting the week of June 19th. Should then review with larger committee and work with Andy from Archdiocese on feasibility study.

10. 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).
11. It was approved to have a St. Vincent de Paul drop box located in the upper Church parking lot. 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.
12. New business – Eric volunteered to be a signee for the bingo savings account at MSB. Dave took a picture of loose flashing on the rectory flat roof. Rick will review with Jeff.
13. Next meeting is scheduled for September 12th at 6:30 pm at St. Mary

Proposed Agenda:

1. Approve June 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