

ST. MARY'S FINANCE/BUILDINGS & GROUNDS

St. Mary's Finance and Buildings/Grounds meeting minutes from 10-12-22

1. Attendees included Nancy, Rick, Mary Jo, Dave, Father Joe and Mary Yauck.
2. Father Joe noted that his name has now been added to all bank accounts.
3. Mary was invited to discuss the adding of 3rd grade for 2023/24 and issues with attracting daycare help. The Parish will need to supplement approx. \$7,000 the first year of 3rd grade, but it will be in the black after that. Mary asked to increase the starting wage for daycare to \$11/hr (\$12/hr after 90 days) to attract and retain candidates. She showed that with the addition of two employees, changes to the daycare fee structure and increased enrollment, that we can generate enough additional income to offset all the increased wages. Both were approved.
4. Mary was given the green light for the new school PA system. All materials needed for the project have not been received. The supplier plans to do a partial install with the equipment they have.
5. Other than the value of marketable securities being down \$71,000 for the first 3 months of the year, the balance sheet appears to be fine. We would be at a break even for net income for the first 3 months if the market value loss of \$71,000 was excluded. Net Scrip sales and reimbursements from St. Andrew's and St. Theresa's are lagging. These two items would put net income in the black by at least \$15,000 for the first 3 months. The first of 4 checks for \$21,000 was received for the School Choice program.
6. Projects that remain to be completed include the following:
 - a. Church bathroom upgrades. Vanity, bench, mirror, lighting and painting in women's room and painting in men's. Winter project for Rick and Dave.
 - b. Moving of the storage shed back onto the asphalt behind school. Rick working with Town & Country to get it moved. Will be a fill in project.
 - c. Lighting for Church statues – Jeff. Will be a winter project.
7. Cleaning and updates to rectory offices – Rick will look into replacing kitchen sink/cabinet and adding small water heater.
8. Mary Jo recommended that at a minimum, the office bathroom be repaired and painted. Dave and Rick
9. Projects that will need to be considered in the future include
 - a. Refinishing the church pews due to all the disinfecting. Replacement pews will run \$250 to \$300 per foot. Repairing of kneelers is probably the biggest issue. Looking for some guidance from Jeff.
 - b. Repairing concrete cracks around the school and church. Received quote from Hechimovich Masonry. Waiting for work to be started.
 - c. Repair/replace office roof due to wind damage. Jeff replaced shingles, but noted roof was in poor shape. Waiting for quote to replace roof.

- d. New chair and table for Fr. Joe in Church – Jeff looking into refurbishing
 - e. Repair of parking lots in 2023 – Rick
 - f. Water leakage around school foundation – Jeff and Rick
10. Nancy said the Simons are not interested in starting up the beef raffle but would train anyone interested in doing so. It was suggested that the beef be dropped in favor of an all cash raffle. Would still need someone to volunteer. (Suggestions included members from the Knights, school alumni, confirmation students). Rick will see if the Cinamins are interested.
 11. Fr. Joe will most likely move baptism's to the main floor to avoid someone falling off the stairs.
 12. Discussion revolved around updating of office building. Andy recommended we hold a meeting with Father Joe, Mary Yauck, school advisory board and interested parents to better understand the vision of the school and daycare in the next 2 to 5 years, so that good decisions can be made relative to facility needs. Rick will ask Mary to set up. NOTE: Mary did comment on this at the October meeting. She would like to offer classes through 5th grade and find space for daycare. Three rooms to split up infants, toddlers and pre-schoolers in about 2500 to 3000 SF of space.
 13. Next meeting is scheduled for November 8th at 6:30 pm at St. Andrew.

Proposed Agenda:

1. Approve October minutes
2. Review financials
3. Review status of open projects
4. Agree on plan for consolidating office staff in Rectory (or not)
5. Facility planning for school/daycare
6. New business