

St. Maximilian Kolbe Parish

Finance Council Minutes

June 17, 2021

Present: Scott Wallenfang, Bruce Untenbrunner, Jean Untenbrunner, Char Borghese, Mike Dercks, Father Nusi and Jean Pautz. Absent: Mardell Wirtz and Val Szymanski.

President, Jean Pautz, called the meeting to order at 6:30 pm. Father Nusi opened the meeting with a prayer.

Scott Wallenfang made a motion to accept the minutes as presented, seconded by Bruce Untenbrunner.

Since neither Mardell nor Val was present the appointment of a secretary will be delayed until our next meeting.

Scott did an overview of the Financials through May 2021.

Total revenue in May YTD was \$20,500 above Budget. Parish support was down 9% from the assumed budget of -14%. March was a big month for Maintenance collections with \$3,100 donated.

The actual net surplus May YTD was \$36,400 vs the budget year to date of \$6,000 amounts to a \$29,400 net surplus YTD.

Items that helped with the high Net Surplus include no priest salary in March, April or May for \$5,100; \$1,100 less in snow plowing cost; \$3,300 less in utilities; and \$1,000 less in general and office expenses. There was an additional \$1,600 in Diocesan Assessments and other expenses.

Cash accounts May YTD – Checking \$67,800 plus Savings \$22,600 for a total of \$90,400.

Scott noted the monthly rent for the rectory is \$325 which includes shared utilities.

St. Maximilian Kolbe pays 37% of Father Nusi's salary. Holy Trinity pays the balance.

The monies made by the Society of Mary Immaculate and Widow's Club are recorded in the general ledger under each entity and the fund balances are included in the church checking account. The YTD fund balance of SOMI is \$3,001.71 and the Widow's Club is \$1,561.52.

Scott checked into some investment options brought forward by Mardell at the last meeting. They were through First Catholic Sloak Union and Insurance Done Rite. He found that there were issues with people trying to withdraw funds after a death during Covid because they did not have adequate technical support available at the time. Members felt that was a situation they would not want to be

caught up in. Bruce recommended that we look at the possibility of going to a Credit Union that pays more than a bank and we would have the ability to access funds if needed at any time. Scott will pursue.

Father Nusi presented a revised procedure for the handling of parish collections. The new system would eliminate the bookkeeper from any role in the process other than recording the figures. The pastor cannot assume any role in the process. Father Nusi stated that we have already eliminated the locked bag and are now using a plastic sealed bag. We will need to train some additional counters to be available and follow the new procedures.

Initial Budget Discussion

Scott is recommending an inclusive process with the Finance Council. Some items to consider:

Growth in parish.

Wages for upcoming year – based on diocesan guidelines.

Religious Education recommendations by Katie Murphy.

Buildings & grounds – HVAC – replace floor under pews in church.

Purchase of Scrip certificates.

Bring other ideas to the next meeting on July 29.

Buildings & Grounds update by Mike Dercks

Mike reported that the HVAC will have to take priority over the floor in the church. There are 3 of the 4 existing units that will need to be replaced. He's estimating in the \$10,000 range. He will be looking for estimates on the replacement and what exactly needs to be replaced. This will be the priority before the floor in the church.

Mike received two bids on the replacement of the floor under the pews.

Bid #1 \$12,385

Bid #2 \$13,444

He also received a bid on replacing the floor up to the altar for \$23,000.

The bids do not include the removal of the pews when replacement is done. He estimates a two-to-three-week project.

No new Cemetery reports.

Jean Untenbrunner, Scrip Coordinator, discussed the Scrip project. She recommends that we initially purchase Scrip cards to the most popular businesses, probably gas stations and grocery cards. Since this is a new endeavor for our parish, we are uncertain about the participation. It was recommended that we start some advertising in the bulletin and put together a survey to be distributed to parishioners, so we know their preferences. The Scrip survey will be distributed once the picnic is over so we can get Scrip up and running prior to the holiday season, which in most parishes is the busiest time of the year.

Scrip will probably be a line item for the budget.

Our next Finance Council meeting will be held on Thursday, July 29 to follow the Parish Council Meeting on that same night which starts at 6:00 pm.