

St. Michael Parish
Finance Council Meeting Minutes
April 7, 2022 @ 4:00 pm

Present: Rev. Carlos Melocoton, David Barnett, Jacob Altmeyer, Ben Beckett, Jamie Hartzell, Marissa Saludes, Denny Wilson, Wendy Hinerman, Kim Burge, Michelle Patterson, Pat Felton

Excused: Teena Miller, Steve Waters, Bailey Frederick

The meeting opened in prayer offered by Fr. Carlos, 4:08pm

Pastor's Report – Father Carlos

Holy Week schedule has been finalized and has been posted in the bulletin and distributed to parishioners. Confessions have been heard. The Christian Mothers / Christian Women had confession on April 6, 2022 with approximately 50 ladies in attendance. Communal Penance Service April 7, 2022 (this evening) at 6:30pm.

February 2022 Finance Council minutes were approved via email.

Financial Report – Pat Felton

St. Michael Parish School

Cash is strong. CDs with the Diocese show no significant change. As of February 2022, DWC grant of \$250 per school student is listed as receivable. (note: the check was received in March 2022). ERC has been submitted for \$312,000, however the distribution timeline is currently at nine months. Franzheim Scholarship Fund continues to climb. The school is current with liabilities. The PPP loan has been forgiven. Fundraising is good. Income is over budget. Expenses are being responsibly managed.

Future financial statements will include breakdown of Church collections into subcategories of School Support (subsidy), Tuition Assistance and Teacher Retention Fund.

St. Michael Parish

The Parish's Cash Balance continues to be in good position. The Parish is current with liabilities to vendors but remains in debt to Cathedraticum, PHRA and CCHS. Significant payments have been sent to all three funds in an ongoing effort to eliminate the debt. Year to date – actual is better than budget with an increase of 18% in collections. ERC has been submitted for \$74,000. All monies from the 2021 CSA have been distributed to our parish.

St. Michael Parish School – Kim Burge
Distribution and discussion of report.

Comments – Dave Barnett, Chair

Teacher Retention Fund envelopes have been included with parishioner envelope packets. The impact on other collections is being monitored by Jamey Hartzell and Dave Barnett. Is it time to develop a significant roll out of the fund? DB spoke to Bryan Minor from DWC who explained that when a fund is established with the Catholic Endowment Fund, the language can be adjusted to allow for a larger distribution.

Faith & Business lunch had 22 guests. Father Carlos reported that agenda and one-hour format had a good flow and was well received. Father Carlos encouraged the Finance Council to invite guests who might enjoy the lunch and learn concept. It is also a good opportunity to network with our business community. If a projector is needed for a presentation, the parish or school can supply equipment. The school also has a large portable screen if the built-in meeting room screens are not compatible with the room layout. The purchase of a sound system for the meeting rooms is pending.

Building and Grounds – Denny Wilson

Discussion of the purchase of a sub-compact utility tractor to help with snow removal. We may need to return to all snow removal being handled in-house and the tractor would be helpful as it can be used on sidewalks. Bids were received. The Buildings and Grounds Committee recommends purchasing a Kubota tractor, Model BX2380R14V-1 with front loader and snow blade from Lashley Tractor Sales. JA: Can it be used for other projects? DW: yes, but the primary use will be snow removal. JH: is there a change in risk? JA: no.

JH: I move that the Finance Council approve the purchase of the Kubota tractor, Model BX2380R14V-1 with front loader and snow blade from Lashley Tractor Sales at a cost of \$20,125 [\$1000 rebate application will be submitted following purchase].

BB: second

Vote: motion carries unanimously

Discussion of installation of commercial grade LVT flooring in eight classrooms in the school and the Teacher's Lounge. Bids were received. Possibility of asbestos tiles under existing carpet was considered. The Buildings and Grounds Committee recommends accepting the quote from Zambito Flooring America.

JH: I move that the Finance Council accept the proposal from Zambito Flooring America to replace the flooring in the eight classrooms and Teacher's Lounge at St. Michael Parish School. Anticipated expense is \$35,000

BB: second

Vote: motion carries unanimously

Discussion of campus wide security cameras. Majority are exterior, but a few interior cameras are included with the proposal. Most cameras are hard wired. Three bids have been submitted. Monitors will be placed in the SMPS Principal's Office, the Secretary's Office and the Parish

Business Manager's Office. The Buildings and Grounds Committee recommends the bid submitted by Hitek Security Solutions.

BB: *I move that we accept the bid for campus wide security cameras from Hitek, not to exceed \$30,000.*

JH: second

Vote: motion carries unanimously

Denny Wilson thanked the Finance Council and also extended gratitude to John Carenbauer and Matt Mansuetto, members of the Buildings and Grounds Committee, for researching projects and obtaining bids.

Church report – Wendy Hinerman

May 21/22 will be Catholic Sharing Appeal 2022 Lay Speaker weekend. Members of the Finance Council will make a brief presentation. WH will email Mass schedule and sign up schedule to Finance Council.

May 4, 2022 Estate Planning seminar at 6:30pm in the Angelus Center. Jacob Altmeyer will be the presenter.

Next Finance Council Meeting June 2, 2022

Closing Prayer

Meeting Adjourned at 5:28 PM

Respectfully submitted,
Wendy F. Hinerman