

Finance Council Minutes
Stella Maris Parish Finance Council
Thursday, August 24, 2017 - 3:00 pm – Egg Harbor

Stella Maris Mission Statement:

Stella Maris Catholic Parish prayerfully unites people in the love of Jesus guided by our patron, Mary.

Stella Maris Vision Statement:

We invite all to journey as disciples. By sharing the Gospel, responding to Jesus' love and the gifts God has given us, we welcome all to grow in faith and in our parish life.

General Meeting – 3:00pm

1. Introductions

Call to order – at 3:06 by Richard Dannhausen. Peg Berezewski arrived at 3:09

Present: Fr. Dave Ruby, Pastor; Richard Dannhausen, Treasurer Trustee; Michelle Piatek, Secretary Trustee; Peg Berezewski, Chair; Tom Polacek; Pat Gureski, Terry McArdle, Chuck Germain

Absent: none

Non-members present: Jim Schorer, Joe Miller, Marian Irmien, Stan Hudson, Garey Bies, Greg Berezewski, Walter Vail

Approval of the minutes June 20, 2017 – Approved by consensus

Agenda additions or subtractions – Richard Dannhausen for approval of propane purchase for coming year, and Egg Harbor parking lot be moved from Discussion to Action item.

Opening prayer: Gospel of Mathew 15.

2. Comments or questions from non- council members

- Joe Miller – Food Pantry fund raiser -
- Jim Schorer – Roofing materials (Project Updates)
- Wayne Kudick – Green Purchasing Policy (Discussion Item)
- Greg Berezewski – part-time communications assistant (discussion item)

3. Current Financial Report & Investment Review

Weekly Collection Review: Richard Dannhausen reported on the weekly collection –As of July we are doing about 7% better than last year.

Statement of Revenues and Expenditures + Balance Sheet for 6/30/17 This is not available at this meeting.

Bank and Investment Statements for June 30 2017

2016-2017 Recap - Peg stated we have the budget numbers into the system so when the financials come out they will be included. We will receive this in about a week or two.

2017-2018 Year To Date -

Accounting Procedures for Endowment - Peg asked if the Committee has a written procedural plan for the fund. Tom Polacek reported that Chuck Germain will be a point person to ensure the processes are spelled out. Chuck stated he is working with the Catholic Foundation for these procedures. This will take about one month. Monies received in any given month will be pooled and a check will be written for the sum in the following month to the Foundation.

Disposition of Bequest Fred Marcon is bequesting a large sum of money – the question should some be reserved for projects or go entirely to the endowment fund. A suggestion was to put in 80% on the endowment fund and keep 20 percent for future projects. Decision was tabled to the next meeting until after the terms and language of the endowment fund is finalized.
Tom reported the Committee is approaching persons within the parish on potential advisory committee members.

Financial Oversight Issues for Fiscal Year 2017-2018:

Courier/Collection oversight volunteer – The parish is looking for a person to serve an oversight person on the collections. Some of the sites do not have scheduled couriers. Tom will have Becky check the stewardship cards to find someone to fit the profile. Michelle will look into finding more couriers for specific sites and will incorporate the couriers into the ministry scheduling.

4. Pastor's Report: Father Dave stated we are in the process for interviewing for the maintenance position and hopefully we will be hiring in the next week. The Liturgy and Music Worship position will not be filled in a timely manner.

5. Committee Reports & Project Updates

Cemetery No report at this meeting.

Stewardship Committee

General Information – Tom reported the annual campaign has been completed. With returns for stewardship was just under 50%. Some 90 new items were added to services. The volunteer appreciation open house is scheduled for Sept 21 at Sister Bay.

Endowment Fund Progress: The committee is researching the parish makeup to identify people to be on the advisory team. Hopefully the team will be created by October. The Committee is also looking to identify people within the parish identifying people to pledge major contributions. The committee is working on the language for the funding agreement of the Endowment Fund. The agreement with the Catholic Foundation still needs to be finalized. Terry McCardle moved to approve the language of the Endowment fund language as currently written. Motion withdrawn. The language was unclear – tabled.

Annual Report Progress: The annual report will again be written from committees and Commissioners. Hopefully completion by end of Sept.

Buildings and Grounds Project Updates

Report on final listening session - Fr. Dave stated he thought it went well by having the sessions from the individual sites

Hardware needs: Door and lock in BH and lock in FC tabled to next meeting

Parking lot in Egg Harbor – joints sealed and space painting – tabled to next meeting

Future maintenance for next year Tabled

Ramp for Parish office – professional opinions needed - Richard Dannhausen stated the need for an architectural review to study. Tabled to discuss all things related to the building as a result of the listening sessions.

Baileys Harbor Roof and Gutter repair – Final Decision - Richard Dannhausen stated he received a proposal earlier today and will be expecting more in the future.

Preliminary comments - Jim Schorer had left the meeting.

Jacksonport Windows -bids have been under \$3,000 - Richard Dannhausen expected to receive two proposals from which haven't gotten to him yet. Tabled to another meeting.

6. Discussion Items

Fundraisers for

Food Pantry – Joe Miller Miller stated we have two areas where we received fundraiser donations for the food pantry within the Egg Harbor and Fish Creek parking lots. He asked for the parking lot fundraiser location projects to continue.

It was stated it was uncertain how the monies collected have been processed and there were complaints received at the parish office about the requests having been made in the parking lots. General discussion on the operations of the Food Pantry have brought questions about the reliability of the food pantry operation.

Council of Catholic Women Lick Family Violence and Potato Pancake supper- Pat Gureski spoke to the fund raisers. The Lick Family Violence annual Campaign is conducted in collaboration with the Diocesan Council of Catholic Women which supports approximately fourteen abuse shelter programs throughout the Diocese. The Stella Maris funds support Help of Door County. The annual potato pancake supper is generally held at Casey's BBQ and Smokehouse in Egg Harbor and the funds support the Unbound and Christmas giving efforts of the Council.

Green Policy – Wayne Kudick not present – tabled.

Part-time communications assistant – Greg Berezewski – Greg has recommendations for recruiting the Liturgy Music and Worship ministry. He can post notices with universities who major in music; also CatholicJobs.com may be a useful source – the cost is \$59/mo. They are accredited with the Better Business Bureau. There are job sites that go out to multiple audiences. Terri McArdle moved to approve to post the position at the CatholicJobs.com website for one month, seconded Richard Dannhausen, Concordia College was also suggested to approach.

Michelle Piatek suggested the parish include in the advertisement that the parish will pay relocation expenses.

Greg also talked about the part of the part-time tech position. We need more clarity – Fr. Dave said website and social communication media. Greg will draw something up to help with this.

7. Action Items

Egg Harbor Parking lot – Richard Dannhausen stated Bissen Blacktop, Custom Sealcoating and Door County Asphalt Sealers were contacted. The layout needs to be completely redone. Dannhausen recommended Custom Sealcoating at \$5282.00. Dannhausen moved to approve Custom sealcoating, seconded Pat Gureski. Approved.

Propane purchase for next year – Dannhausen stated the annual proposal from Lakes Gas at \$109.9/gal. The Door County Co-Op price would be \$115/gal. Consensus was to go with Lakes Gas at \$109.9/gal.

Leak problem by organ Baileys Harbor this is part of the roof issue --tabled.

8. Coming Events

Next Meeting –in Egg Harbor, September 20 at 2:00 p.m. Accountants meeting at 1:15.

9. Evaluation- With guest speakers coming to the meeting, we should have speakers at the beginning of the meeting and not limit them to the three minutes.

10. Closing Prayer – All prayer intentions for parish

Meeting adjourned at 5:15pm.

Submitted by

Pat Gureski, Recording Secretary