

**SACRED HEART CHURCH
FINANCE COUNCIL MEETING**

Tuesday, July 26, 2011

Father Don called the meeting to order on 7/26/2011 at 7:15 pm and shared an opening prayer.

Members present: Dave Erickson Bob Quella Lester Nett Walter Braun
Dave Hallada Jim Gloudemans

Members Excused: Sara Steichen

Members Absent: Tom Jensen, Curt Hendrickson

Others Present: Fr. Don Zuleger, Parish Administrator; Bill Lueck; Mark Vander Linden,
Secretary Trustee Mary Beth Nienhaus, Treasurer Trustee

Minutes: The minutes from the 6/29/2011 meeting were reviewed and approved by a
Consensus vote.

Old Business:

BUDGET – Bill Lueck presented an adjusted budget including some of the ideas from last month's meeting that is BALANCED. Major changes in adding raffle revenue, revenue from a will, and rental income from the rectory have brought the 2011-2012 budget into balance. After discussion a vote was taken and the budget was passed unanimously.

TRI-MANOR LEASE – Changes to the lease need to be presented and agreed to by August 1, 2011 in order to make changes to the yearly lease. It was determined that there was not sufficient time to make any changes for the 2011-2012 lease. A sub-committee will be established to research the lease and address issues including adding property tax expense to the lease, official language and signing issues. And making changes to update lease to current practices (water bill payment monthly, etc.) This sub-committee will be formed at the August meeting and given a report date.

Rectory Rental – Plans are moving forward to rent the rectory to a group of young women who are "establishing a Catholic Household." This is a step in the process to joining the religious or becoming nuns. There are 3-5 women interested in renting the rectory and becoming a part of the Sacred Heart Parish Community. Rental rates and other issues are currently being discussed and progress is being made. An update on the process will be shared at the August meeting.

SEPTEMBER FINANCIAL REPORT TO THE PARISH – Plans are being made for the quarterly financial report to the parish. It was agreed that the update will include both some successes and areas that need work. Father Don stated that we must also hold our annual Parish meeting

to share and discuss the year-end financial statement and state of the parish. It was agreed that the meeting would be held in late September or early October. We will make it an "EVENT" with food and reports to the parish from a variety of active groups from Sacred Heart, as well as a discussion of the year-end financial report. It is hoped that this will bring more parishioners to this important meeting.

New Business:

Finance Council Meeting Date Change:

Finance council will meet next on Wednesday, August 31, 2011 at 6:30pm.

Finance Council Election of Officers for 2011-2012 – It was agreed that new officers will be voted on at the August meeting when more members are present.

Financial Reports:

Income/Expense Report for June 2011:

	Actual	Budget	Difference
Total Income:	<u>\$47,415.12</u>	<u>53,357.44</u>	<u>(5,942.32)</u>
Total Expense:	<u>70,378.04</u>	<u>57,892.08</u>	<u>+12,485.96</u>
Net :	<u>\$(22,962.92)</u>	<u>(4,534.65)</u>	<u>(18,428.27)</u>

Concerns/Comments/Explanations:

Bill Lueck explained that the reason for the large excess in expenses was that the back payment of \$21,502.00 for the 2009 & 2010 Bishop's Appeal was paid this month.

FISCAL YEAR 2010-2011 Final Report- Bill Lueck presented and explained the year-end report. The bottom line presented was that we lost \$86,332.97 in the year. Contributions were down from previous years due to economic conditions and the turmoil at Sacred Heart with losing our priest and the difficult situation with the Parish Administrator. Expenses were up due to the Tri-Manor roof and the Bishop's Appeal back payments. Fortunately funds from past estate donations were used to pay this shortage and no loans were needed to make this payment.

Bishop's Appeal: It was noted that parish members have stepped up and we are only short approximately \$3,500.00 for the current Bishop's Appeal fund drive. We hope to raise the last funds in the fall and close the 2011 fund drive.

Committee Reports:

BUILDING & GROUNDS COMMITTEE:

1. WATER HEATER is leaking worse than previously thought. Bids were requested from four companies and only one bid was presented to Sacred Heart. Wally Braun will try to contact the businesses to get an explanation as to why they have not sent quotes. Due to the drastic shape

of the water heater, the lone bid was presented and accepted. The amount to replace the water heater will be \$3,650.00.

2. ROOF PROBLEMS: So far we have 1 bid. Wally Braun is looking into a drain pipe that was discovered clogged and if we unplug this pipe what effect will that have on the roof leaking problem. There will be more bids requested and received before the council makes any decisions on this project.

FUNDRAISING COMMITTEE:

1. Fall Fest will include the chili dinner, a raffle and basket silent auction among other things and plans are moving forward to make this happen. Bill Lueck will apply for the raffle permit and look into printing of the tickets. A meeting of the Sacred Heart Exceptional Events Planning (SHEEP) group will be scheduled for early September to help plan this event.

2. SCRIP CONTEST: Will launch the scrip contest at the September Quarterly Report to the Parish in fall 2011.

HUMAN RESOURCES COMMITTEE:

1. JOB DESCRIPTIONS: Sue, Sara & Fr. Don will meet & work on finalizing job Descriptions, and evaluation discussions for all employees, including figuring out what needs to be done, and who will do it. This process will be handled slowly and delicately. Meetings with all employees to share compensation changes and job performances will be taken care of soon.

2. WRITTEN CONTRACT: For Bill Lueck will be a priority for the committee. As an independent contractor, there needs to be a contract in place to spell out expectations and compensation, and other issues. Council went into closed session to further discuss this topic.

Correspondence

None

Next Meeting: The next finance council meeting is scheduled for Wednesday, August 31, 2011 at 6:30pm.

Adjournment: The meeting was adjourned at 9:00 PM.

Signed by _____ Date _____
Secretary Sara Steichen

Signed by _____ Date _____
President Dave Erickson