

Finance Council Meeting Minutes:

Date: Tuesday July 26th, 2023

Time: 3:30 PM

Members: Father Felix, Judy Parent, Debbie Wodenka, Jim Hoogland, Pat Schaut, Shelby DeForge

Welcome:

- Meet & Opening Prayer Father Quinn

Meeting Minutes:

1) Approval of last meetings minutes-

Motion to approve May minutes – Jim Hoogland motion to approve; Pat Schaut seconds and all in favor

Motion to approve June Minutes – Pat Schaut motion to approve; Shelby DeForge seconds and all in favor

Motion to approve agenda – Shelby DeForge motions to approve agenda; Pat Schaut seconds; all in favor

- Adding:
- Tree Updates
- RE finances in budget
- Credit Card usage
- Secretary Position
- Window replacement in old rectory
- Food pantry
- Bulletin

2) Account Update as of 7.26.23–

- Checking = \$11,625.34
- Money Market = \$29,744.97

3) Old Business

- Hall Rental is in review
- Add cost of a panel to add to agreement
- Need more of a deposit or get a credit card on file – Debbie asking Cain about the credit card
- New gutters installed on the hall
- Fundraiser money for the hall is \$5300

4) New Business

- Rectory updates – new floor, paint, bed, etc.
- Paint = \$479
- Bed/Bedding = \$284
- Waiting on flooring price
- All updates completed

5) Budget

- LBA add a little “cushion” per Diocese – coming in September
- Ask Dawn about an invoice from the Diocese for Dioceses Assessment Collections – Judy
- Who tracks our budget? Is Cain keeping track? – Debbie working with Pam on meeting with Cain
- Lumen Christy purchases some of our RE supplies – Dawn is wondering if she can buy a smart TV with this money for religious education
- Agree to let Dawn buy a smart TV for under \$500 hoping to be reimbursed by Lumen Christy but if not we approve
- Religious Ed would like their own account

6) Tree Update

- Diocese recommended they go to their insurance first; therefore ball is back in their court

7) Credit Card

- Diocese does not recommend a credit card; too much liability
- Diocese recommends a prepaid card; Judy researching with prepaid cards with credit union
- Agree to have 1 card for the office shared between Dawn and Father

- d. They will need to keep track of receipts and what the purchases were made for
- e. Judy checking with Dawn to find out what she typically spends on religious education

8) Secretary

- a. Diocese recommend a woman for the position
- b. Judy, Dawn, and Pam interviewing her tomorrow (7.27.23)

9) Old Rectory

- a. Window replacement on the porch for \$133
- b. They will take the broken glass out
- c. Get quotes on screen/glass if needed

10) Food Pantry

- a. Judy talked to Teresa; food pantry will use second half of the office as a station
- b. They need a key for the front door

11) Website

- a. \$81 for the first year
- b. Keeping our domain name
- c. Dawn spent 3 hours creating the website

12) Bulletins

- a. Running out of ink/ toner looking at \$300
- b. Sacred Heart does not currently pay any supplies such as bulletin and candles

Next meeting August 16th @ 3:30