

*ST. CATHERINE LABOURE FINANCE COUNCIL
MEETING MINUTES - OCTOBER 13, 2016*

Present: Fr. Fred, Leonard Venardos, Rachel Smith, Candy Hall, Lance Wilson, Mary Anderson (Secretary)

Absent: Trish Ketchmark

Visitor: Janeen Kramer, Accountant

Opening Prayer: Fr. Fred led us in an opening prayer.

Approval of Minutes: The minutes of the September meeting were reviewed. Candy Hall made the motion to approve the minutes; seconded by Rachel Smith. The minutes were unanimously approved.

Approval of Financials: The financials for September were reviewed. Mary Anderson made a motion to approve the financials; seconded by Candy Hall. The financials were unanimously approved.

Old Business:

~ Call to Protect: Barbara Braendle, Mike Hemmerich, Trish Ketchmark, and Mary Shoemaker must renew online.

~ We shall review current interest rates after the election.

~ Unfortunately, Jim Demme has resigned from the Finance Council due to increasing health problems. Jim, as well as his wife, Ann, will not be able to count with the fourth Sunday count team. That leaves only 2 people to count – Linda Marschner & Mike Merchant. Mary Anderson will replace Jim on the fourth Sunday. Janeen Kramer has volunteered to count on the fourth Sunday as well, when she is available. Leonard gave everyone a new Collection Count Schedule. As there is a fifth Sunday this month, Leonard will replace Jim as team leader, assisted by Linda Hall. Presently, we are looking for another person to join the Council, as well as an additional counter. Leonard has placed notices in our Bulletin and Newspaper.

~ Maintenance – the Elks shed has been moved – Deo Gratis! The first set of the “old” trailer steps have been repaired, & work has started on the second set. The ramp will be handicapped accessible. We are looking for a Landscaper to “fix” the water-run off

problem near the St. Michael trailer. Zebrascapes (?) & Vicente were mentioned. We need a licensed, registered Landscaper.

The entrance door & lock of the St. Michael's trailer needs to be fixed. The necessity of an awning over the door of this trailer was mentioned. We briefly discussed the need of a permanent part time handy man, for reasonable compensation.

~ Our recent property donation is now in Escrow since the price of the property was lowered. This issue may be reopened if the sale is not completed.

New Business;

~ Our Music Director has requested additional salary for the estimated additional 42 hours that she anticipates will be expended in preparing & rehearsing for the Veterans & Christmas programs in November & December. A motion was made to approve an additional hourly salary up to 40 hours for Terese Holiday to cover her additional time spent to prepare for the Veterans and Christmas Interfaith Music programs effective October 13, 2016 until December 31, 2016. This motion was approved by Rachel Smith & seconded by Lance Wilson; motion was unanimously approved. This additional salary exception is only for this fiscal year. Any requests for additional salary to cover additional preparation hours, etc., must be included at the time the Ministries' budgets are submitted for budget approval.

~ Our kneelers & pews need to be tightened, as part of maintaining the Church. Candy will contact Leonard with the name of a possible carpenter, or repair person.

~ Fr. Fred mentioned that we should be reviewing the Financials & question any unusual drop or increase in revenue or expense. Then e-mail Leonard or Tammy before our next meeting to find the cause in the discrepancy, rather than wait until the meeting. There was an anomaly in the cost of Janitorial supplies from August to September. Leonard quickly learned why & sent us the answer the next morning. Janeen will advise of any anomalies in any category from Salaries through the Spanish Mass on the Financials.

~ Counting review: Leonard emphasized the problem of a check that has one amount on the figure space and another amount on the line in writing. Make note of the discrepancy, note the different amounts & the name of the person who wrote the check, for Tammy. We are to use the amount written on the check for counting purposes.

~ Since Jim Demme was our Vice President, we held an election to fill that position. Mary Anderson nominated Rachel Smith as our new Vice President; seconded by Candy Hall; motion was unanimously approved.

Closing Prayer: Fr. Fred led us in closing prayer.

Respectfully submitted,
Mary Anderson

Next Finance Council Meeting: November 10, 2016 at 6:00 P.M. in the St. Francis Room. Please bring your copies of the agenda & the minutes.