

St. Louis Finance Committee Minutes

May 9, 2012

Present: Fr. Randy Summers, Jason Burlage, Jill Koch and Rita Menkedick

Old Business: Discussion on vendor limits was tabled until the entire Finance Committee can be present. A check scanner is now being used to scan checks that come in to the Parish office. The counters for Sunday Collections are now counting money at the Parish Office. Nexigen, an outside IT consulting firm is looking into specifics regarding the parish and school separating from the public schools with regard to internet access. ETC is in the process of making this IT infrastructure change.

New Business: It was discussed to potentially reduce tuition for afternoon pre-school by 25%. Jill presented school commission recommendations and it was decided to add several items into budget such as upgrading website to Dream Weaver, etc. The Committee voted to raise tuition for 2012-2013 by \$50 with no increase to the registration fee.

Pastor's Report: Fr. Randy reported that the appraised price of the Prickle House was under \$80,000.00. Fr. Randy is seeking proposals for the replacement of the HVAC system. He has received a bid for \$140,000.00 which is for an engineering study only. Fr. does not think it is feasible to pay that for just an engineering survey. Fr. Randy would like to replace the old system with a used system but would like to talk to Wade and others to get their input.. Jason would like to see the boiler replaced with a used one instead of new.

Financial/Business Manager Report: Rita provided the financial reports to those present as well as time tables for budget deadlines.

Next Meeting

June 5, 2012

12:00 pm Parish Office

St. Louis Finance Committee Minutes

June 5, 2012

Present: Fr. Randy Summers, Jason Burlage, Shawwn Storms and Rita Menkedick

Old Business: An update on the HVAC system was presented and the decision was to replace boilers and do remediation's work on related pipes. The cost should range between \$50,000 and \$60,000. Wade is working on receiving bids which could take 6-8 weeks.

New Business: The budget for 2012-2013 was approved and will be submitted to the Archdiocese. Fr. Randy would like to continue an annual review of inactive designated funds and consolidate them to either the Parish or School. The suggestion was to send to the Finance Committee detail of the designated funds to get their input on which ones to consolidate, etc. It was discussed as to whether there needs to be a designated fund for the cemetery as a matter of State statute. After further discussion it was decided to make a call to the Archdiocese to get a clarification and have an answer at the next meeting. Jason wanted to know what the minimum cash balance should be in the operating account on any given day to fund Parish operations. Shawwn said that ASO would look in to getting the Finance Committee that information.

Pastor's Report: Fr. Randy reported that the cemetery restoration project was going well and according to schedule. Fr. also reported that the selling price for the Prickle house was \$70,000 and he was asking that the Seller pay the closing costs. It was then discussed where to get the funds for the purchase of the house and the cemetery restoration project as the work will be completed by the end of June. If there is no need to have a cemetery account than the funds can be moved from the cemetery ADLF account to pay for the restoration. Fr. Randy proposed a salary plan for teachers to be implemented over a 5 year period with the minimum and the maximum being set each year.

Financial/Business Manager Report: Shawwn provided those present with the Financial Report for May.

Next Meeting

August 21, 2012

12:00 pm Parish Office