

St. Catherine Laboure Church

Finance Council Minutes

December 13, 2018

CALL TO ORDER: by Therese at 6 pm

OPENING PRAYER: offered by Fr. Fred LeClaire, CMF

ADORATION/MEDITATION: led by Maryellen – from the Gospel of Luke – the announcement of birth of Jesus and Mary’s visit to Elizabeth. Next month: Mike Chavez will lead.

MEMBERS IN ATTENDANCE: Mary Anderson, Therese Baker, Marie Carbajal, Maryellen Chavez, Mike Chavez, Trish Ketchmark, Lance Wilson and Fr. Fred LeClaire.

ABSENT: Candace Hall, Rachel Smith (both excused)

GUESTS: Andy Anderson, Bill Baker, Barbara Braendle, Janeen Kramer, Deacon Michael Holmes

CALL TO THE PUBLIC: none

PARISHIONER CONCERNS to Finance Council members –

None.

APPROVAL OF THE MINUTES from November 8, 2018

Maryellen made a motion to approve the minutes from November 08, 2018 as submitted. Mary seconded the motion. Approved with all in favor.

APPROVAL OF THE FINANCIAL STATEMENTS for November 2018

Marie asked what the category “Social Ministry” included on the report Tammy creates for the Council. Tammy replied it was (1) General Use supplies (coffee, paper products for the kitchen), (2) Community Outreach (the books Father gives out for Advent, Christmas, Lent and Easter), (3) Thank You’s (Father does thank you Masses for people throughout the year), and, (4) Funeral Crucifixes (periodically we purchase Crucifix’s that can be used at a Funeral when the family does not bring one). Basically, these ministries are social outreach.

Trish asked what the Quinceanera fees were. Tammy replied that in the Spanish community, a girl who reaches 15 years of age has a special Mass that celebrates her turning 15.

Therese asked how many Quinceaneras we typically have. Father replied we’ve had about 5 so far this year. Tammy added that a lot of those were due to the remodel at Sacred Heart, they did not want to have them in the school gym.

Therese asked for comparison how many weddings do we have. Father replied two – most of our “weddings” are convalidations.

Marie made a motion to approve the Financial Statements for August as submitted. Mary seconded the motion. Approved with all in favor.

OLD BUSINESS

- **Opening New Bank Accounts / investments update** – Fr. Fred contacted Doug Pritchard from the Diocese. We need to do two things to open up any new accounts. (1) show in our Finance meeting minutes the decision by the Council to go to an online or brick and mortar bank, and (2) what online or brick and mortar bank was chosen by the Council. Then the Diocesan office can draw up letter that needs to be signed by Bishop Olmsted, Rev. Fred Adamson and Father

Fred. Once the letter is duly signed, we can then proceed to open a new account. Doug also sent other options for investments to be considered by the Council.

- Mary asked if they will include the interest in the Diocesan tax. Tammy and Jannen replied yes – the Diocese gets percentage of interest income.
 - **ACTION ITEM: Mary** will contact Mary Elizabeth Brunson of Investing For Catholics (IFC) to see what is offered. Mary will check for CD rates as well. In addition, Mary will call Doug Pritchard for further clarification.
- **Replacement of hall kitchen wall oven** – Thanks to assistance from Mike Chavez, this will be happening in January. Mike told the Council that when they first went into Best Buy to make the purchase, they were told the items were not available Father was able to get the manager to look into it, and then delivery was quoted for January.
- **Alarm System Update** – Tammy was able to get a quote for the work we would like to have done for our entry doors and alarm system. The current magnetic lock on the hall door is a potential safety hazard due to the magnet lock not working properly. Changing the entry lock to the same system as we are looking to install on the main church doors, would make training for how to use the system much easier. Father will have a fob that will allow him to open the door and disarm the alarm without having to enter codes on the keypads. The hall system will be silver and the church system will be brass to match existing hardware. The change also will allow for the camera system to be visible on both Tammy and Jenny’s laptops, instead of them going into the kitchen to view the monitor. Father’s rectory will be removed from the alarm system. He is looking into a separate system for the rectory.
 - **Maryellen made motion to accept the proposal for the door entry system and changes to the alarm system as proposed by The Alarm Connection. Lance seconded the motion. Approved with all in favor.**
- **Scholarship applications** – Therese reported that we have received some applications. The scholarship committee of Mary, Therese, and Candace will meet in January to review the applications. Marie volunteered that she would be happy to help with the review.

NEW BUSINESS

- **Door lock for St. Michael’s room** – Therese reported that it is sometimes hard to open the St. Michael room door. Tammy replied that you unlock the top deadbolt lock, and then you need to lean on the door while unlocking the handle. This is due to the weather changes affecting the settling of the room. It is most prominent during colder months.
- **Sunday Count Review** – going well.
- **Upcoming Extra Counts**
 - **Christmas Count Team to be done December 26 – Mary, Therese, Marie**
 - **5th Sunday Counts for 2019**
 - **March 31st – Team #1**
 - **June 30th – Team #2**
 - **September 29th – Team #3**
 - **December 29th - Team #4**

OTHER ITEMS:

None

MEMBER CONCERNS –

Mary – asked if we need more counters? This was a concern due to some of the counters not completing the required Safe Environment Training renewals on time. The consensus was that we could get some names for substitutes, but that at this time it isn't necessary to have more counters.

Lance – asked how to determine what is seating arrangement for confession. Tammy replied that we have been using signs at back of church to help with this. The long line of chairs at the back (on the left as you enter the church) is the Confessional line.

ADJOURNMENT

Maryellen made a motion to adjourn the meeting at 6:50 pm. Lance seconded the motion. Approved with all in favor.

CLOSING PRAYER: offered by Father Fred.

NEXT MEETING: January 10, 2019 at 6 pm in the St. Michael Room

SUBMITTED BY: Tammy Holmes, Recording Secretary