

Immaculate Conception Finance Council Minutes Draft
Thursday, May 3

Present: Fr. Komboh, Gene Heying, Joel Meyer, Pam Schmitt, Ryan Smith, Dawn Swehla, Dave Teeling, Tom Yungtum, Maureen Johnson (SJWC Business Manager) & Cindy Jacob (recorder).

Absent: Dee Youngblut

I. Opening Prayer: Tom Yungtum led the opening prayer with an Our Father.

II. Approval of Agenda: Gene Heying motioned to approve the agenda and Ryan Smith seconded the motion. Motion carried.

Joel Meyer motioned to approve the minutes after corrections were made and Gene Heying seconded the motion. Motion carried.

III. Approval of Finance Statement: Maureen Johnson gave a Finance Statement Report. After discussion Joel Meyer motioned to approve the minutes and Dawn Swehla seconded the motion. Motion carried.

IV. Building & Grounds: Tom Yungtum reported that the individual that had given an offer on the rectory resented the offer due to the wet basement and the roof. Connie Rochford told Tom Yungtum that she had shown the rectory several times and each time there was concern over the wet basement as well as the condition of the roof. After discussion, a decision was made to get one estimate for roofing the house and get a second estimate of roofing the house and the garage.

V. Cluster Reports:

A. Cluster Finance Council: Gene Heying gave a report on the topics that were discussed at the Cluster Finance Council meeting held on April 24, 2018. Topics that were discussed were the hiring of the new business manager Maureen Johnson, new software that will be purchased for the cluster, new budget envelopes, new categories that have been added to the budget spreadsheets and money that will be paid back to parishes in the cluster.

B. Cluster Pastoral Council: Dave Teeling explained the main topics that were discussed at the Cluster Pastoral Council Special meeting on April 5, 2018 were election announcements, strategic planning and survey planning. Dave explained and showed the council the hand-outs that were given out at the Pastoral Council meeting and further discussion will be had at the next Cluster Pastoral Council that is scheduled to take place on May 8, 2018.

C. Faith Formation: Pam Schmitt gave a Faith Formation report. She reported that Reconciliation was held at St. Francis, Fayette with visiting priest hearing confessions, everything going well with a great turn-out. First Communion was held Sunday, April 29th at 2:00 pm at IC with a reception following. The church was said to have been full with everything going well. May Crowning, Senior Recognition and Senior Breakfast will take place on Sunday, May 6th. Faith Formation classes ended on Wednesday, April 23rd with parent visiting the classrooms to see what the youth had spent the year doing and what service projects that they had done. Vacation Bible School is in the planning and volunteers are needed to help out. Pam is interested in having a softball game with a picnic to get the youth together as well as their families. She thought it would be nice to have the picnic the Sunday after VBS ended so the students can show their families the work they've done. It was brought up to Pam the idea of using text messaging to communicate with the Faith Formation parents instead of going through e-mail since most

parents have cell phones and have them with them at all times. Pam agreed with the idea and will work on better notice and communication for everyone.

D. Cluster Liturgy: Dee Youngblut was absent from the meeting so no report was given but everyone received the minutes of the last Cluster Liturgy Committee meeting that was held on April 12, 2018.

E. Social Justice: No meeting held.

VI. Parish Life: Dawn Swehla reported that the Annual Fall Dinner will take place on Sunday, September 16, 2018 and will again be held at the Sumner American Legion. Dawn asked Cindy Jacob if she had received the money for the bill owed to IC from the items sold to the legion after the IC Fish Fry and she said she had not received payment yet. Dawn agreed to follow up with the legion bill.

VII. Old Business: No old business was discussed.

VIII. New Business:

- A. Cluster 2018-2019 Budget – Maureen Johnson shared the Cluster 2018-2019 Budget with the council. Maureen shared that she had added a line item listed as Rent to the budget. This would be a fund to help with the upkeep of the rectory in West Union in case something would happen like having to replace the furnace or other larger expenses that may occur. The council suggested putting the money into restricted funds instead of Rent. The council asked “What if the cluster were to break up”? They felt that there needs to be a lot of consideration before moving forward with such a category. Fr. Kombob recommended talking to the Bishop and see how other parishes do things in this kind of situation. The council thought that if something big were to happen maybe the cluster could be asked for help. Maureen told the council that she is concerned with the amount of money that is in the cluster accounts. She said that the cluster should only have about 2 months’ expenses in the account at a time. She explained that there is money to be distributed back to all 4 parishes in the cluster for numerous reasons. There is money due to parishes for payroll taxes, money owed to St. Francis & St. Peter due to the fact that they only had Mass every other Saturday for a while and other expenses that the contributions are figured on.
- B. She also shared the IC 2018-2019 projected budget to the council. After discussion Joel Meyer motioned to approve the projected budget and Gene Heying seconded the motion. Motion carried.
- C. Elections – Nomination weekend will take place on Sunday, May 6th with voting to take place on Sunday, May 20th at IC. Parishioners will have the chance to vote at all 4 parishes within the cluster.
- D. Sale of Rectory & Furnishings – The council discussed that once the rectory is sold the possibility of having a garage sale or a silent auction to sale the furnishings.
- E. Software – Maureen Johnson explained the new software that has been approved by the Cluster Finance Council that she will be purchasing. The 4 parishes will all be using the same software systems.
- F. Budget Envelopes – Maureen explained to the council the possibility of changing the company that the budget envelopes are purchased from. She explained that Kathy Turner the secretary for St. Peter has been working with the secretary from the parish in Postville that has been using Our Sunday Visitor for quite some time. After some discussion the council didn’t see why we should change and asked for more information on the saving and why we should change. The changing of the envelopes will be presented to all of the Finance

Councils in our cluster and once this is done the council wants more information presented to them on the savings and why we should change.

- G. Special Envelopes – There was discussion about the special envelopes that IC has in their budget envelopes at this time. Cindy Jacob told the council what the special envelopes were at this time and asked the council if they wanted to make any changes. A decision was made to leave them as they are at this time.
- H. System for Authorizing Expenditures – Maureen explained to the council that she is concerned with who has the authority to spend money and who controls the budget spending. Maureen explained that Pam Schmitt, CRE should be the one who controls the Religious Education Budget and would authorize any money spent by anyone other than Pam.
- I. Pro-life – There was discussion about the 4 special envelopes for Pro-life and where the money should be sent. Cindy Jacob explained where the money has been spent in the past but a lot of the pro-life agencies no longer exist. Michal Schemmel is going to do some checking to come up with more options.
- J. Computer for Religious Education – There was discussion about the need of a new computer for Pam Schmitt, the Religious Education CRE. Pam explained to the council about what software she would need on her computer and after some discussion Gene Heying motioned to purchase a new computer for Pam with Maureen Johnson approved to buy what is necessary for the Religious Education Program. Joel Meyer seconded the motion and the motion carried.
- K. Less Parishioners Attending Mass – Fr. Komboh as well as the council is concerned with the lower Mass attendance. A recommendation was made to go back to doing Mass counts to see how the changes in the cluster have affected the Mass counts. Gene Heying motioned to take Mass counts with Dave Teeling seconding the motion. Motion carried.

Gene Heying motioned to adjourn the meeting and Dave Teeling seconded the motion. Motion carried. The meeting adjourned at 9:30 pm.

IX. Closing Prayer: Fr. Komboh led the closing prayer.

Respectfully submitted,
Cindy Jacob (Recorder)