

SMHC Finance Council Minutes

April 23, 2024

Submitted by Laurie Phelan

Attendees: Finance Council Members:, John Fisher, Tom Rooney, Laurie Phelan, Julia Coash, Bill Rooney, Tammi McClain (Parish Council rep), John Roberts (Building and Grounds)

Staff: Fr. Ross Parker, Candy Zidon, Sarah Baumberger

John called the meeting order at 6:30p.m. Father led us in prayer.

Business items:

- A. March Minutes reviewed and approved unanimously.
- B. A presentation was made by John Roberts, speaking on behalf of the Building and Grounds Committee. Main points:
 - B&G Budget submitted for 2024/25 with a 5% increase on fixed cost items.
 - John indicated he has permission to make expenditure decisions without committee approval that are \$500 or less.
 - John Fisher asked for a list of priorities. John Roberts listed the following items. John Fisher asked for a written list. John Roberts agreed to send the Finance Council a list with estimated costs.
 - Parking Lot at St. Mary. Estimation to asphalt is at approximately \$125,000. This has been on the list for years.
 - St. Mary's steeple and Bell Tower (no estimated cost. Drew Hanlon offered to do the work).
 - St Mary's furnace and air conditioner need to be replaced. Current HVAC is over 20 years old. Need to build this into near future cost (no estimates)
 - Holy Cross window renovation and adding permanent storm windows to protect windows. (L Phelan has two bids. John Fisher asked to secure an additional bid)
 - Holy Cross pit toilet - potential ability to cost share with Polk County Conservation, Holy Cross Cemetery, and the SMHC Parish. (L Phelan is securing a quote)
 - Other items are smaller. John Roberts will come back in June to present a full list with estimations.
 - The topic of insurance was discussed. Father Ross will check with the Dioceses regarding insurance requirements
 - Knights of Columbus are looking to provide support for some expenses including but not limited to \$500 for 1/3 cost of Holy Cross driveway rock, some funding for youth

programming. A more complete list will be coming next month. There were many expressions of gratitude for the KOC!

C. Financial Review and 2024/25 Budget discussion

The Financials for March were presented by Candy. L Phelan recommended approval, Seconded by Bill Rooney

Candy also shared an update on the return of the 2024/25 Budget planning worksheet. We are waiting for the updates from the Youth Group and RCIA. John Fisher and Laurie Phelan will meet with Candy, Sarah and Father to review other costs such as salary adjustments and other fixed incomes. The updates will be included in the proposed 2024/25 budget review at the May Finance Committee meeting.

Note: Father indicated that we do need to look at salaries and benefits and follow the guidance of the diocese. Sarah will look at the diocese guidelines and help inform the committee.

New Business

- A. Holy Cross Cemetery Line items in the SMHC Budget.
Laurie indicated that the cemetery funds technically need to be listed as “donor restricted” versus “Parish restricted”. Following a discussion the recommendation was made by John Fisher and seconded by Tom Rooney to adjust the line items in the budget to reflect donor intentions more accurately.
- B. John Fisher suggested that there be a papal flag among the flags in the cemetery. He would consider investing in the cost of the flag. Laurie indicated she would share this with Lynn Schuers and report back.
- C. Tom Rooney shared that the 150 Anniversary of Holy Cross will take place in 2025. Anne Davis is forming a committee to work on this and is developing a budget. Approximate costs will be shared with the finance committee. Father stated that we need to have this celebration and designate resources for expenses.
- D. Tom Rooney asked that a Memorial Day envelope be added to the sets mailed to parishioners. Funds for Memorial Day are designated for the maintenance of the Holy Cross Cemetery. Bill Rooney moved for approval and John Fisher seconded the motion.

Meeting Closure: Pray lead by Fr Ross.