

FINANCE COMMITTEE MINUTES  
11:30am, Tuesday, February 17, 2015

**Attendance:** Fr. Glenn, Bruce Sherony, Mike Roy, Mike Gschwind, Denise McDonald, Jim Patovisti, and Jean Dorcy. **Staff:** Shirley Fitzpatrick, Secretary/Bookkeeper.

Fr. Glenn led the Committee in prayer. Mike Roy chaired the Meeting.

**Agenda**

Addition under Section VI, Fr. Glenn: Personnel Committee Report.

**Minutes**

Minutes approved as written.

**Financial Reports and Budget**

Financial reports were discussed. It was noted that the bank loan balance is close to \$50,000. Checking Account is down \$11,000 compared to last year. Nothing unusual was paid in the month of January. Weekly offertory has not increased. According to the Income Statement, the parish is \$19,433 receipts over expenses. The Committee needs to monitor the cash balance.

**UPCSA**

One new pledge was received in January. Parish is +\$3100 over goal. There was a nice article on the Parish Campaign in the U. P. Catholic Newspaper.

**SCRIP**

No profit share check was received in January.

**Father Marquette School Report**

Nothing new to report. The School Finance Committee will meet today.

**Building Committee**

Jim Patovisti spoke with Eric Smith of NMU and obtained the name of the company NMU used for their chimes. He spoke with Terry of Morrin Company. The chimes are too old to be repaired. He will get an estimate on replacement cost. The refrigerator in Harris Hall does not shut off and needs to be replaced. Fr. Glenn has two old refrigerators in Manistique. He will get them to the parish and have the old one removed. One refrigerator will go in Life Teen Room and the other will go in Harris Hall. The gutters are still not complete and the company will not be paid until they are. The issue of not having enough parking on the weekends was discussed. Cost of extending the Willow Road parking will be looked at.

**Fr. Glenn**

The Personnel Committee met this morning. Fr. Glenn and the Personnel committee decided to hire Chuck Hillier for the part-time custodian position. He will be asked to start as soon as possible. Hours will be 18 per week. The Committee is also revising the Parish Personnel Policies and Job Descriptions for each position. Shirley Fitzpatrick is retiring. Father's vision for the secretary is to emphasize the Sunday/weekend experience with the Welcome Desk being a hub of activities. The web site contains the Mass Schedule so people could view availability for scheduling Masses at the Welcome Desk.. He would like the secretary to be a communications director coordinating and scheduling volunteers. The bookkeeper position would contain proper internal controls. Carol Mills has volunteered to help in the interim until someone is hired. The item in the bulletin will be reposted - two positions. Hours to be 24 per week combined. Since Rick Schaefer and Mike Roy are out of the area in March, it might take a while to fill the position. Volunteers will do the duties. Fr. Glenn would like the pay periods to be changed from biweekly to bimonthly – pay on the 15<sup>th</sup> and 30<sup>th</sup> (or last day) of each month. Shirley will check with Paycor on how to do this transition.

**Next Meeting**

Due to the absence of some Committee members in March, the next Committee Meeting will be at noon, Wednesday, April 22, 2015.

Submitted by:

Shirley Fitzpatrick, Secretary/Bookkeeper