

Minutes of the Finance and Administration Committee Meeting

Tuesday, March 27th, 2007

Present: Peter Orazem, Diane Lyon, Bobby LeBlanc, Dick Brown, Kris Egan, Carl Bern, Ina Couture, Jane Acker, Bill Dilla, Bill Bergan, Sara Oftelie

Prayer: Diane

Development – Diane Lyon

- Endowment reports were presented
- Upcoming events:
 - Burn the Debt Campaign brochure is at the printer, and should go out next week
 - Phone-A-Thon is going on as we speak – about \$2000 has been received the goal is approximately \$6,000
 - Senior dinner to be held on Saturday April 14th for all graduating seniors
 - There will be an alumni coffee May 17th for those ISU graduates back for 50 year reunions

Buildings and Grounds – Dick Brown

- Dick is still looking for his replacement
- May 5th is the cleanup date

Stewardship – Anne Krapfl

- Anne was unable to attend the meeting
- Anne and others attended a stewardship meeting recently.

Personnel – Sara Oftelie

- There are 2 individuals coming for interviews for the Campus Ministry.
 - One this week, and one the Monday after Easter. – Both look promising.
- Personal has not had a chance to look at optimal staffing yet

Budget – Ina

- We continue to be in a good position, despite the storms in February, and are still ahead of what was budgeted.
- The committee has completed the budgeting process.
- The final draft of the proposed budget contains an overall increase of approximately \$8,000
- It's recommended by the budget committee that the total salary increase be 3%

CBA Report – Bobby LeBlanc

- Cardinal house is doing well with occupancy rate; it looks like all but the basement tenant will be coming back next year.
- The basement apartment will get some renovation when it's empty to repair areas that have degraded over the last couple years
- The pump in the font has gone out again. It previously had a plastic shaft, now it has a metal shaft.
- We have received a proposed agreement between STA and the diocese in Honduras.
 - We discussed it, and would like a couple areas to be clarified.
- We talked about pink envelopes included in the boxes.
 - We will remove the Building Fund, and add the Honduras Ministry and the Peer Ministry Endowment
- We discussed extended warranties on the kitchen appliances, and decided not to do that at this time.
- We reviewed the Summary of Parish Finances sheet to be used at the parish meeting. Bobby will make a few changes, and update the numbers.

April Meeting

- Peter will be unable to attend the meeting in April. He will prepare the agenda, and Diane will preside.

April Prayer – Anne May Prayer -Dick