

Finance and Administration: Meeting Minutes – Monday, Apr 25, 2005

Member Present:

Ina Couture, Bobby LeBlanc, John Moore, Peter Orazem, Diane Lyon, Wayne Gregoire, Dick Brown, Fr Scott, Carl Bern, Jeff Klucinec.

MINUTES

1. Prayer led by Bobby LeBlanc

2. Approval of Minutes

- Peter, 2nd John

3. Development -- John/Jeff

- Parish House ---(\$1254)
- Parish House furnishing (\$1800)
- John Moore is leaving
- Jeff Klucinec will replace John Moore
- -(385k) on parish debt

4. Budget committee and budgeting process -- Ina

- +19K in the black for actuals
- Endowment grant has put us in good financial situation

5. Stewardship -- Wayne

- Meets this coming Wednesday
- Will decide on questions about ministry fair
- Still deciding on whether to focus on time & prayer next year
- Looking at ways to improve communication to students on what time/talent options are

6. Buildings and Grounds – Dick

- Cleanup day – 38 people –very good showing – all jobs were completed
- Landscape timbers by DU parking spaces– engineering students fixed several of them for a project
 - Knights of Columbus has offered to continue fixing timbers
- Lower lounge - Warren Franke – got various estimates -- ~\$100K+ without doing the kitchen
 - Mike Welter has volunteered a design person from Story Construction for preliminary design drawings
 - Meeting will be May 17 in Lower Lounge
- Cardinal House #apt 1 -- ~\$8K to get it ready – new associate will live there

7. Personnel - Bobby

- Advertising for youth minister and campus minister have been started

8. CBA Report – Bobby

- Showed income/expense for parking rental
 - a. Pay ~ \$5k for property taxes
 - b. Make ~\$1300 in income for the lot
 - c. No change in rental price this year
 - d. It was agreed to continue to rent parking spaces at the present rate
- Roof repairs / tuckpointing
 - a. Tuckpointing contract awarded to Shoonover .
 - b. Roof repairs to be done by Central States Roofers (Harlan Hanson).
- Paint on church wall – Delta Upsilon will try to remove it again
- Because of timing we will have some property tax to pay this coming year on Parish House. Bobby has filed forms for religious tax-exempt property, but this won't take effect till 2006-2007.
- Bobby is in the process of making sure Parish House is covered under the archdiocesan property insurance coverage.
- Agreed to allow Bart Dobson to do painting, minor repairs and coordinate outside contractors for apartment #1. He will be paid \$15 per hour and will work as a parish employee during repairs (covers insurance and workman's' comp).

9. Other – Peter

- Wayne – prayer in May
- Next meeting – May 23, 2005 **7 PM**