

St. Agnes Finance Council Meeting Minutes

MEETING: St. Agnes Finance Council	CHAIR: Fr. Tim in absence of Skip Duchesneau
DATE: September 9, 2020 at 10 a.m.	Secretary: Recording Secretary: Babs Debes
LOCATION: Social Hall with Social Distance and by Zoom	
ATTENDANCE: Fr. Timothy, Mike Elsenpeter, Michelle Nistler, Terri Fierstine, Pam Nelson, Joni LaFontaine, Pat Mortale, Mark Vondenkamp, Babs Debes,	ABSENT: Skip Duchesneau
TIME BEGUN: 10:00 a.m.	TIME ENDED: 11:00 a.m.

Agenda Item	Discussion Highlights	Final Conclusion	Action Items/Person Responsible
Call to order	Meeting called to order		
Opening Prayer	Fr. Timothy gave the opening Prayer		
Review/approve annual report to the Diocese and annual parishioners report.	Annual report documents and annual parishioners report were previously sent out by email. These were reviewed in detail and questions answered. It was noted the PPP loan forgiveness paperwork has been submitted but not yet approved so this still shows as a Liability on the Balance sheet and is explained in the Annual Report documents. Because of this and the timing of the end of the fiscal year, salary/benefits and utility expenses are overstated on the expense report for FY 20 as these are usually shared expenses.	Motion made, seconded and carried to approved the annual financial report and annual parishioners report. Necessary signatures were obtained.	Bookkeeper will send the annual report to the Diocese. Annual parishioners report will be distributed differently this year due to Covid through E mail and general parishioner mailing.
Building Issues: Natural Gas Conversion Kitchen Refrigerator not holding temperature	Plan is to split the conversion work between Thelen and Ike's Heating as Ike's maintains the four furnaces he will be converting. Kitchen refrigerator has had work done this last year and still does not maintain temperature. It has exceeded it's lifespan and needs to be replaced. We have an opportunity to replace it with a slightly used same size Artic Air refrigerator for \$2100 (new Artic Air would cost 2300). Question if Artic Air brand is appropriate for our needs and price seems high for a used box. Replacement of new Victory (current brand) would be 5000.	Discussed potential local purchase? Mark and Joni agreed to form a subcommittee to review other purchase options/vendors.	

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<p>Building Issues cont'd</p> <p>Roof Update</p> <p>Water drainage issues - gutters and fire pit retaining wall.</p>	<p>No leaks at the present time. However at the last meeting the Council requested an estimate of the cost of replacement of the part of the church roof that has not been replaced and has experienced occasional leaks. Bid estimate from Herzog for replacement of this part of the roof came in at \$56,000.</p> <p>The gutters on the south side of the building need to be replaced as they overflow badly during heavy rain, they are too small, not enough downspouts and apparently not installed correctly. Herzog roofing will give us a bid to replace. Another vendor suggested was ABC seamless in Bemidji.</p> <p>Drainage issue also with excess water over retaining wall going down to the fire pit area, causing erosion.</p>	<p>Information only at the present time, will need to plan for replacement in the future and obtain additional bids.</p> <p>Bids will be obtained and work done this fall if possible.</p> <p>Staff maintenance will look at this for possible solution.</p>	
<p>Norton Funds</p>	<p>Investments in the Norton Trust have recovered from losses experienced at the start of the Covid pandemic. Noted the Trust is to be dissolved in 2025 and funds distributed. Discussed whether or not there is a need to move some of the funds to more secure investments?</p>	<p>Mike will discuss with investment counselor at the bank and follow up with Bookkeeper.</p>	
<p>Next meeting date</p>	<p>October 28 at 10 a.m.</p>		
<p>Closing Prayer</p>	<p>Fr. Tim gave the closing prayer</p>		
<p>Meeting Adjourned</p>	<p>Motion made, seconded and carried to adjourn the meeting.</p>		