

**St. Agnes Finance Council
Meeting Minutes**

MEETING: St. Agnes Finance Council	CHAIR: Skip Duchesneau
DATE: July 22, 2020 at 10 a.m.	Secretary: Recording Secretary: Babs Debes
LOCATION: Social Hall with Social Distance and by Zoom	
ATTENDANCE: Fr. Timothy, Terri Fierstine, Skip Duchesneau, Pam Nelson, Joni LaFontaine, Pat Mortale, Mark Vondenkamp, Babs Debes,	ABSENT: Mike Elsenpeter, Michelle Nistler
TIME BEGUN: 10:00 a.m.	TIME ENDED: 11:05 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		
Welcome New FC Member Election of FC Officers	Welcome to new member, Mark Vondenkamp. Fr. Tim gave brief overview of the FC Constitution and Parish Vision. This is an annual process, need Chair, Vice Chair and Secretary (Bookkeeper is recording secretary).	By unanimous consensus vote, the following officers were elected: Skip Duchesneau as Chair, Pat Mortale as Vice Chair and Terri Fierstine as Secretary.	
Review of previous minutes - April and June, 2020.	Reviewed.	Motion made, seconded and carried to approve the previous meeting minutes as presented for meetings in April and June, 2020.	
Financial Reports: FY 21 Budget meeting approval Review of Norton Funds	Babs presented the Financial Reports including the Ledger to Budget, Monthly Comparison, Balance Sheet and the Funds Available spreadsheet through June, 2020 and preliminary end of fiscal year reports. Reports were reviewed and discussed. Positive year to date income over expenses. Meeting needed in September to review and approve the annual report to the Diocese. Reviewed Norton trust investments - information from investment rep.	Meeting set for September 9 at 10 a.m.	Any actions tabled until the next meeting.

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<p>Building & Grounds:</p> <p>HVAC</p> <p>Natural Gas Conversion</p> <p>Rectory Hot water Heater</p> <p>Portion of roof not yet replaced, occasional leaks</p> <p>Update of water issues South side of building and behind building by the fire pit.</p> <p>Project Beauty:</p> <p>Use of items purchased from church in Duluth</p>	<p>HVAC installed but having a couple of issues. Is under warranty so new brain board is being installed.</p> <p>Reviewed bids to convert over propane equipment to Natural Gas. Discussed whether or not to replace older equipment or convert.</p> <p>Has been leaking. Found out it is still under warranty so it is being replaced under warranty. Warranty would have run out in December, 2020.</p> <p>Herzog roofing is offering 5 year service contract. Discussed whether or not it is better to replace it now or try to keep it repaired.</p> <p>Water overflowing the gutters and still overflowing the drainage system. Also water spilling onto back patio causing erosion and other issues. Anderson Bros to relook at diversion work, may need to raise or extend diversion. Fr. Tim will have maintenance staff look at remaining water issues on back patio.</p> <p>Lights should be fully installed in two weeks with some work remaining after that. Project is mostly completed.</p> <p>Fr. Tim noted we were able to reasonably purchase items such as stations of the cross, pews, kneelers, vestments, etc. from a church that was closing in Duluth. Some of these items will be expensed to Sacred Heart as it is determined they will be used there. The Stations of the Cross need to be mounted on a plaque before they will be installed in St. Agnes.</p>	<p>Consensus was to convert current equipment and not replace. Bids for just conversion will be obtained from Thelen Heating and Ikes.</p> <p>Council would like to know potential cost of replacement of the roof before consideration of service contract. Herzog will be contacted for cost estimate.</p>	

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Update on online streaming of mass and upgrade of WIFI	Fr. Tim noted online streaming is going well, some equipment will be returned and monies used to upgrade WIFI system which is greatly needed.		
Staff Update	Fr. Tim gave staff update noting everyone is being mindful of expenses with current budget. Staff training in communication styles held in August and weekly staff meetings are being held.		
Donation to ARC homeless shelter	Discussed donation request from ARC. They are remodeling part of the old school building for a battered women/homeless shelter hopefully to open before the snow flies this year. They need funds to complete the renovation.	Motion made, seconded and carried to donate \$1000.00 to the project.	
Fundraising 2020	Discussed if there are any fundraising opportunities such as online auction or church social hall in the fall depending on Covid requirements. It was noted the Auction Committee is on hold for now and needs a member or two added to that Committee when it is reactivated. It was suggested membership needs on the Auction Committee might be brought up at Mass or request made in the Bulletin.	Consensus was there might not be an opportunity for a fundraising activity this year with Covid uncertainty.	Please make Fr. Tim aware of names of people who might be interested in working on the Auction Committee.
Covid Update	Fr. Tim gave Covid update, thanking everyone who has helped with ushering and cleaning after mass. He noted the pews will probably need to be refinished after Covid cleaning is no longer required. We are still required to Social Distance, not have meetings in person more than 10 people (so meetings cannot be held in the meeting room in the Narthex). We have ordered cleaning supplies that are approved for use with Covid.		

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Closing Prayer	Fr. Tim gave the closing prayer		
Meeting Adjourned	Motion made, seconded and carried to adjourn the meeting.		