

CLUSTER SEVEN

Our Lady of the Snows/St. Agnes Parishes
Minutes of Buildings & Grounds and Finance Council Meeting
April 26, 2011

The meeting was called to order and an opening prayer was offered by Father Ouellette.

BUILDINGS AND GROUNDS:

PRESENT: Father Ouellette, Tom Gates, John Waluk, Lee Hersey, Kerry Israels, Gary Burke, Doug Doyon, Graydon Gilbert, Ed Oakes, Alan Jay.

FINANCE COUNCIL:

PRESENT: Father Ouellette, Tom Gates, John Waluk, Lee Hersey, Kerry Israels, Gary Burke, Douglas Doyon. EXCUSED: Ken Dechaine.

On a motion duly made and seconded, the Minutes of the February 8, 2011 meeting were unanimously accepted.

BUILDINGS AND GROUNDS

REPORTS:

Our Lady of the Snows: There is nothing new to add since the last meeting.

St. Agnes: Several small problems have been taken care of as they arose. The next big project will be renovations/repairs to the parish hall, with the furnace being a priority.

OLD BUSINESS:

Slate roofs at St. Anne and St. Paul - no action had been taken.

Energy audit - St. Anne: CMP no longer does this. Hiring an outside agency would be very costly. There are 12-14 outside area lights which are on dusk to dawn. It was suggested that these lights be replaced with motion sensors. Also, dehumidifiers in the basement run all the time and undoubtedly add to electricity cost. They need to be on when there is snow melt as water does come in. The only way to avoid this would be to install outside drainage.

Chapel wall - St. Anne: If replaced with a concrete wall, probably would cost \$3,000-\$4,000. If replaced with a concrete footing and plywood the cost might be closer to \$1,000.

Security door - St. Anne: Prior estimates have been provided. If a second hand door were located, the cost could be reduced. The lighting should also be separated because all hallway lights are on one switch. These items should be taken care of for safety and security reasons.

NEW BUSINESS:

Handicap Ramp at St. Thomas - This must be taken care of as soon as possible. There was lengthy discussion as to how this might be accomplished. Kerry Israels will contact American Concrete and some local contractors for recommendations and estimates.

St. Francis Xavier: The Plexiglas placed over the stained glass windows some years ago is coming off. This needs to be looked at.

St. Agnes: An energy audit of the parish hall lighting concluded that it would be a very long time before any savings were realized.

New additions: None
Security items: None

FINANCE COUNCIL

By-Laws: No work has been started on this item.

Father noted that the question of reducing the asking price for Holy Family Church in Sangerville needs to be decided. After some discussion, on a motion duly made and seconded, it was unanimously voted by Our Lady of the Snows Finance Council to reduce the asking price by \$10,000.00. This would make the current asking price \$89,000.00. It was also included in the motion that this matter should be revisited periodically with the possibility of further reducing the asking price if a long period of time passes and there are no prospective buyers.

Budget Sub-committee:

Reports: Although the OLOTS monthly report ending 3/30/11 appears to reflect a substantial deficit, there is other income which is not taken into account which reduces the deficit. However, Father did mention that cash flow had been impacted by the lower offertory and it has been necessary on two occasions to take from savings to pay the quarterly Chancery assessment. It is hoped that offertory will pick up and these funds can be replaced.

Reports: St. Agnes is holding steady with offertory below projection but other income ahead of budget.

Review of proposed 2011/2012 Budgets: A copy of the OLOTS working document was presented to each member. Father explained some changes which included the switching of larger amounts for remodeling and improvement from the maintenance account to the Capital Outlay Account. This is in keeping with Chancery accounting practices. Also, several prices for heating oil were projected while awaiting a

final figure for this item. This should be available within the next few days. An amount will be included for a Deacon's salary so that funds will be available when this matter becomes finalized. Most other items remain the same. All members were urged to bring their copies home for further study.

St. Agnes proposed budget: John presented a copy to Father for his review. Since all members of the committee worked on developing the budget, there were no questions.

The final proposed budgets should be available for the next meeting.

Finance Review: Father noted that reimbursements from the Capital Campaign will be used for long-term future improvements.

On a motion duly made and seconded, it was unanimously voted to accept the OLOTS Financial Report.

On a motion duly made and seconded, it was unanimously voted to accept the St. Agnes Financial Report.

Because of the need to complete the budget process so that the Cluster Council can vote on the respective budgets in June, the next meeting was scheduled for Monday, May 23, 2011, for review and approval of the final proposed budgets.

The meeting adjourned at 8:10 P.M. with a closing prayer offered by Father Ouellette.

Respectfully submitted,

Rena T. Hodgins
Secretary