

CLUSTER SEVEN

Our Lady of the Snows/St. Agnes Parish
Minutes of Buildings & Grounds and Finance Council Meeting
May 31, 2011

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

BUILDINGS AND GROUNDS: Present: Father Ouellette, Tom Gates, Kerry Israels, Gary Burke, Graydon Gilbert, Douglas Doyon, Jane Young. ABSENT: Lee Hersey, Ed Oakes, Alan Jay. EXCUSED: John Waluk. Joseph Kinney was welcomed as a new member of the committee.

FINANCE: Present: Father Ouellette, Tom Gates, Kerry Israels, Gary Burke, Ken Dechaine, Douglas Doyon, Jane Young. ABSENT: Lee Hersey. EXCUSED: John Waluk.

On a motion duly made and seconded, the Minutes of the April 26, 2011 meeting were accepted as printed.

Opening comments: Father Ouellette began the discussion with the suggestion that these committees meet on a quarterly basis rather than a monthly basis. The major problems have been identified and follow up and necessary repairs should continue. Meetings could be called on an emergency basis. Meetings should be scheduled so that the Pastoral Council can receive financial reports in a timely manner. A schedule will be developed at the next meeting.

BUILDINGS AND GROUNDS

REPORTS:

Our Lady of the Snows: Kerry Israels and Father met with several contractors/suppliers concerning the ramp at St. Thomas. Johnson Foundations, Inc. has made a proposal to remove and replace all existing concrete for a price of \$18,640. American Concrete would do similar reconstruction for \$16,203. Keith Doore, a building contractor, was consulted as to the feasibility of a wooden ramp. His suggestion was to stay with a concrete ramp. With proper maintenance, a concrete ramp should last a long time. A lengthy discussion followed. The present quotations did not include replacing the existing railings. Since the current railings are not up to code, Kerry will speak with the parties to determine an additional cost for replacing the railings.

Kerry also obtained a quote from Johnson Foundations for repairing the wall by the entrance to the Chapel at St. Anne's. The price was \$4,900. After discussion it was not clear whether the quote included earth work so Kerry will follow up on this also.

Kerry will e-mail everyone with answers to these questions. In the meantime, Father Ouellette is still waiting for Diocesan personnel to visit and evaluate the situation.

St. Agnes: Tom Gates reported that work has begun on drafting up floor plans for renovation of the Parish Center. Personnel from Faith Formation and other groups using the building have been consulted as to allocation of space. We are still in the early stages of planning. The one immediate need is to replace the furnace. John Waluk is working on obtaining estimates for this.

OLD BUSINESS:

St. Anne's Chapel wall (reviewed above). Replacing the security door and rewiring of hall lighting remain on the back burner.

Inspection of slate roofs-St. Anne's and St. Paul - no action

Energy audit-St. Anne's - no action taken. It was again discussed that there is too much outside lighting and this should be investigated and changed. Doug Doyon agreed that some volunteers should follow up on this.

NEW BUSINESS: Graydon Gilbert noted that the sills at the rear of St. Anne's are rotting out. He has done some research and there are materials which could be purchased to replace the sills. He will continue his research and report at the next meeting. This item was previously placed on the "to do" list but has not been brought up in several months.

FINANCE COUNCIL

By-Laws: Kerry reported that he and John have yet to meet to work on By-Laws. We are, however, following the norms recommended by the Diocese.

Budget Review: Copies of Our Lady of the Snows proposed budget were distributed. Discussion followed and several questions were answered. On a motion duly made and seconded, it was unanimously voted to accept the budget for 2011/2012 as presented, with the provision that Father make some minor adjustments as needed.

Copies of St. Agnes' proposed budget were distributed and discussion followed. On a motion duly made and seconded, it was unanimously voted to accept the budget for 2011/2012 as presented, with the provision that Father make some minor adjustments as needed.

Finance Review: The financial reports for period ending April 30, 2011 were reviewed. Tom Gates noted that the offertory at St. Agnes is still up and down. However, it appears that we will end the year in the black. On a motion duly made and seconded, it was unanimously voted to accept the financial report ending April 30, 2011.

At Our Lady of the Snows, it was noted that offertory is also below expectations. Interest receipts and other income have helped to off-set this short fall. Father has had to go to savings twice in the past year to pay the Chancery assessment. On a motion duly made and seconded, it was unanimously voted to accept the financial report ending April 30, 2011.

The next meeting for the Finance Council was scheduled for Tuesday, July 19, 2011, at 6:30 P. M. The next meeting of the Building and Grounds committee will be scheduled on an as needed basis.

The meeting adjourned at 7:25 P. M. with a prayer offered by Jane Young.

Respectfully submitted,

Rena T. Hodgins
Secretary