

CLUSTER SEVEN
Our Lady of the Snows and St. Agnes Parishes
Minutes of the Finance Council Meeting
July 19, 2011

The meeting was called to order by John Waluk, Chairperson, and an opening prayer was offered by Father Ouellette.

PRESENT: Father Ouellette, John Waluk, Tom Gates, Doug Doyon, John Parola, Ken Dechaine, Gary Burke. EXCUSED: Kerry Israels and Jane Young. Also present: Graydon Gilbert from the Buildings and Grounds Committee.

John Parola was welcomed as a new member to the Council. A note of appreciation will be sent to Lee Hersey for his years of service as his term has expired.

Opening Comments: Father Ouellette noted that projects are on-going and we should be certain to carefully evaluate and prioritize projects as we move forward.

Minutes of the May 31, 2011 meeting were reviewed. On a motion duly made and seconded, the Minutes were accepted as presented.

OLD BUSINESS:

1. By-Laws: John Waluk distributed a draft of proposed By-Laws with the request that they be reviewed and comments will be taken at the next meeting.

2. Budget envelopes for 2012: In response to research done by Loretta Kreider, on a motion duly made and seconded, it was unanimously voted to purchase yearly boxed envelopes for both St. Agnes and Our Lady of the Snows from Church Budget Co. This change will reflect a considerable savings for both parishes.

3. Lighting - St. Anne's: Gary Burke has been following up with Loretta concerning lighting. It has been determined that four pole lights in the parking area are operating under an old, expired contract with Central Maine Power Company. Since there are street lights close to the parking area it does not seem necessary to continue to pay for this lighting. On a motion duly made and seconded, it was unanimously voted by representatives of Our Lady of the Snows to notify CMP to discontinue the lights and request that the poles be removed.

Further, there are four outside lights on the Church and three on the Parish Center. The bulbs in these lights are outdated and it will be impossible to replace them as time goes on. It has been recommended that these fixtures be replaced with LED lights. The initial cost would be \$2,600.00 but a savings would be realized in a short period of time. On a motion duly made and seconded, it was unanimously voted by representatives of Our Lady of the Snows to proceed with replacing the current lights with LED lights.

Indoor lighting - Gary has been working on researching problems with the indoor lights. After much discussion, it was decided that more research is needed and Gary will follow up with recommendations at the next meeting.

Graydon Gilbert (representing the Buildings and Grounds Committee) reported that he has done additional research concerning the sills at St. Anne's. The 45' long sill under the back wall is rotted beyond repair. He recommended replacing the sill with pressure treated lumber and has an estimate of \$2,525.37 to complete the work - materials and labor included. Since it was not clear whether the workers are covered by insurance, Graydon will follow up on this. Additionally, Graydon would like to do some more outside drainage work. He would volunteer his time and equipment to do this. However, he no longer has contractors' insurance. Father will check with the Diocese to see if this would be allowed considering it would be on the outside of the building.

Gary Burke reported that work will begin on Monday, July 25th, to replace the ramp at St. Thomas. The contractor, Johnson Foundations, plans to have the work substantially completed by the week-end. Also, Johnson Foundations will do the work on the entrance to the Chapel at St. Anne's sometime in August.

NEW BUSINESS: Father noted that the paper work which needs to be signed and submitted to the Chancery office is not complete. He will obtain signatures when the paper work is ready.

Father also reported that at a recent Think Tank meeting of Youth Ministry personnel it was recommended that a room be made available in the CLC building in Dover which would be suitable for meetings for the youth. Some minor restructuring might be needed. He asked that some thought be given to this.

Father also asked that someone contact representatives from St. Francis Xavier to determine what their needs are.

Father has received a communication from an official representing the Bishop's Appeal. A follow up letter will be sent to parishioners who did not contribute this year. It was suggested that Father might want to sign the letter. After some discussion it was determined that the Diocesan office should send the letter without Father's signature.

It was also recommended that we make a local push to increase individual offertory contributions. There are programs which could be implemented but which require some funding. The Finance Council should work with the Pastoral Council to accomplish this.

FINANCE REVIEW: John Waluk noted that the year end balance sheet for Our Lady of the Snows is healthy. On a motion duly made and seconded, it was unanimously voted by Our Lady of the Snows representatives to accept the report as presented.

Likewise, John noted that the year end balance sheet for St. Agnes is healthy. On a motion duly made and seconded, it was unanimously voted by St. Agnes representatives to accept the report as presented.

John did request that in the future the offertory amounts for the three worship sites comprising Our Lady of the Snows be submitted as one total amount on the monthly reports. Separate amounts can be maintained for historical information but it is not necessary to have them separated on the monthly reports. He noted that all expenses of the parish are combined in the reports.

Finally, John requested that attendance data be provided at future meetings and this item be placed on the Agenda.

FATHER'S Closing Comments: Father inquired as to who will be giving the financial year end report to the parishioners. John Waluk will do so for St. Agnes on July 30 and 31st. It was not decided who will do so for Our Lady of the Snows.

The next meeting was scheduled for Tuesday, October 18, 2011.

The meeting was closed with the recitation of the Evening Prayer. The meeting adjourned at 8:00 P. M.

Respectfully submitted,

Rena T. Hodgins
Secretary