

**Minutes**  
**St. Francis Xavier Church**  
**Finance Council Meeting**  
**December 19, 2011**  
**7:00 PM Education Center**

**Present:** Fr. Hennen, Susan Evans, Mary Jo Stubstad, Joe Coolen, Mary Duerr, Judy Weldele, Tom Kuzma, Rock Bobick, Margery Duffey, Wayne Shamla and Jeremy Berndt.

**Absent:** Jerry Borgerding

**Approval of Minutes:** Tom Kuzma moved and Jude Weldele seconded the motion to approve the minutes. The minutes were approved for the November 21, 2011 meeting.

**Financial Reports / Budget:** Financial details were emailed out the members before the meeting for review. Susan went over the discrepancies at the meeting. Tuition income is a problem and is being addressed. The budget is too high for tuition income. Fr. Hennen has established a freeze on spending. St. Francis is charging a higher fee for renting out the facility. It was causing conflicts with our own scheduling of events plus it was costing us to have staff available. Rental income was booked in December. On the expense side there were some timing issues for benefits. We are ordering supplies online and upfront for the year. Hot lunch expenses were up because of annual Dept of Health renewal certification and bills paid late. There was an ending loss for operations of \$86.375 for the month of November.

The finance council asked Susan to make some notes on big ticket items where the budget is off in the column on the right side of the statements to help with the review process.

**Building & Grounds:** Church Addition – Elevator still not working. Fr. Hennen working to see if they can get Wright Hennepin out in the next few days so the inspector can come out before Christmas. The ceramic tile and carpeting are going in shortly. Lights in the main part of the church are on hold until the first of the year. There are good rebates on the lighting. We are waiting to get a bid for the heating zones. Construction of the enclosure for the north entrance is to start soon.

Avant will be doing a feasibility study for the geothermal project. A more detailed proposal is needed.

**School:** Kim Zumbusch was not present so there was no school update.

**Planning for the Future:** After discussing, it was recommended to Fr. Hennen that a committee made up of members of the different councils and groups be formed to make a plan for the future. We could review, update and add to the 2006-2010 Strategic Plan.

**Capital Campaign:** Susan handed out a report on the status of the Capital Campaign. The council is to review and discuss in January.

**Roles of the Finance Council:** Not discussed. Postponed.

Fr. Hennen mentioned that St. Francis will be handing out CD's "Seven Pillars of Catholic Spirituality" at Christmas.

**Adjourn:** A motion was made by Judy Weldele and seconded by Rock Bobick to adjourn the meeting. Motion for adjournment was approved.

**Next Meeting:** Monday, January 23, 2012 @ 6:30 p.m. Meeting date changed because of the holiday. Prayer Service will be followed by refreshments.

Respectfully submitted,  
Mary Duerr