

Finance Council Meeting
September 8, 2022, 7:00 PM

Meeting Begins: 7:15 PM

Opening Prayer: Fr. Emmanuel Mensah

Minutes from last combined meeting: Motion to adopt. (Finance Council only) July 7, 2022

Move to accept – Calvin – All approved – Yes (Accepted)

Roll Call:

Council Chair: Calvin Holt	John Walters (Shrine Representative)
Fr. Emmanuel Mensah	Jim Sauerbier (Unable to attend)
Roma Williams (Unable to attend)	Mary McDaniel
Kimberly Rogerson (Bookkeeper/Admin)	

Priest Debit Card:

Discussion regarding verification of use and how we will reconcile purchases.

Kim will use separate Journal Entries beginning in August.

New Business:

Rectory:

Open House – Walkthrough after completion – Allows parishioners to see and appreciate the work completed.

Shrine contribution to rectory renovation:

Mary: Possible options– Contribute the mainstays – Sheets, etc., bed mattresses and box springs, queen & twin. (Sleep number bed ordered and to be delivered in November. St. Jude purchased furniture at ReStore.)

Kim: Registry at Belk – (Set up and utilized fully) Allows parishioners to contribute.

Mary: Father needs a new office computer – The computer is slow (On hold for now).

Kim: Percentage of renovation cost: If we pay 75%, the Shrine covers 25%, for example. (Suggestion)

Nita: The rectory belongs to St. Jude, and the Shrine - Make it a clear-cut percentage.

Fr. Mensah: It is easier to ask the Shrine to pay a percentage of the costs for rectory renovation. The rectory is for the priest now and in the future. Any additional contributions should be made after they contribute their percentage of the whole amount that has been spent.

John: What is the percentage of the priest's salary that the Shrine pays?

Calvin: There was a set percentage until, in recent years, we have had to go by the total of collections the Shrine took in. At one point, collections dropped so low we didn't take anything.

Kim: Shrine monthly contributions were \$1,500.00, then \$1,000.00, then \$500.00, then nothing for a year. Now \$250.00, effective August 2022.

John: Have all the renovation costs been covered by St. Jude?

Kim: The last payment will be \$30,333.33 (to be paid).

Calvin: When we had no priest, we had savings – we were not paying some of the standard priest monthly expenses.

Kim: Point – The funds are needed in the checking account to cover the basic operations of the church.

John: What is the ratio of parish members at St. Jude to Shrine?

Discussion of average attendance in St. Jude masses: 40-60 average. Used to be 119-120.

Shrine: 20 attend mass.

John: Look at outfitting costs. Would 20% cover the outfitting? 20% of \$90,000.00, that would be \$18,000.00. Would that be enough to outfit?

Mary: Need to make it livable. Need 3 mattresses and box spring sets.

Kim: Basics – Furniture

Mary: Are all the costs in?

Kim: Tearing down electrical, plumbing, flooring, paint, cabinets, vanities, appliances, and tiles. All in progress. The \$30,333.33 is the final installment of the total project costs.

- **Rectory** - Final cost \$86,999.99 (Includes the final installment to be paid \$30,333.33.) Still to be completed – French Drain/outside work.

Note: Meeting to be held at Shrine to discuss Shrine's contribution to Rectory Renovations.

Fr. Mensah: I do not think we need to quantify the number of masses at Shrine and St. Jude. We are sister churches in a family, and we should help each other.

Mary: There have been many times when the Shrine had to cover masses and still send their cluster reimbursement to St. Jude.

Fr. Mensah: The Diocese is aware, and the diocese said that the request for the Shrine to contribute to the renovations is reasonable. The diocese did not give a guideline as to percent.

Kim: Suggestion - I Give Catholic Campaign:

- Opportunity to fundraise for special projects/needs – Vestments, Chasubles, for Sunday masses.
- Can set up the Shrine
- Can add capital improvements
- Deposited directly to church accounts
- Can have up to three items to raise funds for

Fr. Mensah: I have my personal chasubles; we need some that will be the church's property. When I left St. Mary's, I removed my personal chasubles; it left St. Mary's with very little. We need to stock this church over time. 1st would be green for Sundays. Altar clothes for weekend celebrations should be more formal, not so casual. Something like what the Shrine has. Convocation – Will purchase albs. Maybe 2-3 when we can afford it. The purchases would be labeled property of St. Jude/ Shrine and be inventory.

- Altar Cloth on Autom for approximately \$170.00
- Four pack overlays on Autom backorder \$450.00
- Heavy stand for missal on the altar – Ordered through Autom (Complete)

NOTE: New Altar cloth before December 11th Fr. Mensah installation at 10:45 AM.

Visit Larger Parishes to ask for donations:

Calvin: Visit larger parishes to request donations. I don't think we need to do this yet.

Fr. Mensah: I have lots of friends in the west; the priest joins the larger parishes for mass, then request donations. We can ascertain if we would be considered.

Mary: Fr. Charles has done this before.

Fr. Mensah: Contact Deacon Bob about visiting larger churches to request donations.

Old Business:

John: Shrine old organ, nothing happening with it. Put on the market? No power going to it; the wire was cut on the outside, not recently. Too expensive to repair.

Mary: It is up in the choir loft.

Fr. Mensah: Contact Edie Jeter regarding the organ.

John: Shrubs at Shrine: Should they be put back? No one to maintain them.

Mary: Stained Glass update

John: Lynchburg Glass is coming out to do repairs. To be completed by Thanksgiving.

John: Landscaping – Shultz is currently working.

John: Sacristy – Water from the sink in the sacristy was going out into the ground at the foundation.

Fr. Mensah - Shrine uses a bowl until the water is diverted to the ground.

John: Mason is coming out to address the side doors of the church. The concrete slab at the entrances is deteriorating.

John: Question: For things that pop up, how do I seek approval? Does it require the council's permission?

Kim: Basic operations, things that affect daily operations. Safety, etc.

John: In the long run need to add a sub panel and breakers in the boiler room. No fuses, just wires nutted together. A rat's nest of wires.

Mary: This is part of risk management assessments. Need to be fixed before the next inspections.

John: Electrician to diagnose all problems and put together a bid.

Mary: According to urgency.

Calvin: Go ahead with the electrician to assess the issues.

Mary: I always had issues getting contractors out to the Shrine.

John: JES complete – Issues found – discharge pipe and pump issues. The electrical box was exposed to moisture due to water in the wall. Burn marks around the outlet that the pump was plugged into. Calls have been made to JES. The county inspector had approved the inferior work.

Fr. Mensah: Rectory – Open house – Set dates for the open house.

- Discussion regarding scheduling open house and walkthrough.
- The estimated completion date is September 20th.
- Discussion of foods for the open house.
- Discussion of a possible date of 9/18/2022 for the open house.

Emile: Rectory Information – Pictures were taken – Floors mostly stripped; hopefully, sometime this Friday and Saturday, floors will be completed. Then electricians will come in.

Closing Prayer: Fr. Mensah

Meeting Closed: 9:30 PM

Finance Council Chair: Calvin Holt Date: 1/17/2022

Pastor: [Signature] Date: 11/14/2022

Administrative Assistant/Bookkeeper: [Signature] Date: 11/10/2022