

Financial Council Minutes

March 11, 2019

Attendees: Tom Unger, Mauro Gomez, Janet Niño, Fr. Tetzl, Sue Munson, Jonathan Edmonds

Absent: Rita Kester (Illness)

Guests: Phil Appleton (Maintenance Report), Michele McKimmy (Financial Report)

Financials

- Michele is working to still unwind some erroneous entries in the financials over the years. This includes issues in the balance sheet primarily.
- She is removing accounts from the P&L Statements that shouldn't be there.
 - We will create new accounts for auction that are restricted and don't show up in our P&L.
- February financials show about 3K in the black. However, no large quarterly payments show up in February. There were no anomalies or issues with the report, and we are very thankful to Michele for working on it so diligently.
 - This is the first month that includes the reduction in janitorial costs, which saves us \$1400/month.
- We will continue to monitor the financials the rest of the year and see if we are on track to continue to afford our current staff.

Maintenance Report

- Phil reported that the battery backup system still needs to be installed for the video cameras. He plans to do this, though it is not urgent.
- Phil confirmed that we have de-greased the kitchen hood (\$580). Knights covered \$500 of it, the rest was covered due to a parishioner donation.
 - However, a deficiency report was given to us.
 - Ducts leak grease back into structure due to being installed backwards.
 - No fire suppression system
 - No access panels on horizontal vent system (for cleaning)
 - No grease catches on the hood itself. We have the holes, no buckets to catch the grease.
 - No grease filters in the hood itself
 - Fan is improperly placed and installed
 - Rough estimates anywhere from 15K to 20K to replace. Fixing is likely not worth it.
 - Immediate safety hazard is abated from cleaning. Should get a large fire extinguisher to have ready and placed in strategic locations in the kitchen.

- We have heard that in six months that Silverton becomes a mandatory reporter, which means this report would go to the city and they could shut our kitchen down if we don't fix it.
- Phil has agreed to begin searching for some bids.
- Could be a paddle raiser for next year, split with a safety grant. Council agrees to filing for the safety grant for this coming fiscal year to hopefully cover half of it.
- Mauro and Pat fixed the loose window trim

Fr. Tetzels report

- Still waiting for the actual auction financials. Projections show that we won't quite cover the narthex payoff since much of the income was the paddle raiser for the priest's house.
- Will create a separate sub-account with the bank to house restricted funds and special funds so it will not mingle with our general checking account.
- The Hispanic community held a tamale sale that raised \$1900 for the church over the weekend. They plan to continue this at times throughout the year. This money will go right into our operational funds to help keep us in the black throughout the year.
- Janet Nino has joined the council to replace Carol Anderson who resigned due to her pending move away from the area. We are excited to have Janet on the team!

Facility Rental Agreement

- We are still awaiting more information for facility rental agreement.
- We will bring back in future month.

St. Paul Trust

- Two checks came in to the old trust to finalize accounts with investments. They totaled about \$645.00. They have been signed over to the church so we can deposit in the new St. Paul trust corpus.