

**ST. ANTHONY and SACRED HEART  
FINANCE COUNCIL MEETING MINUTES**

Date: Tuesday, July 23, at 6:30

- I. **CALL TO ORDER / PRAYER - Fr. Felix (*Lectio Divina*)** Mt 5:17-19 *While Jesus was speaking to the crowds, his mother and his brothers appeared outside, wishing to speak with him. Someone told him, "Your mother and your brothers are standing outside, asking to speak with you." But he said in reply to the one who told him, "Who is my mother? Who are my brothers?" And stretching out his hand toward his disciples, he said, "Here are my mother and my brothers. For whoever does the will of my heavenly Father is my brother, and sister, and mother."*
- II. **ROLL/CALL ATTENDANCE** – Dawn Johnson, Garrett Zittlow, Elise Neuens, Jim Carncross, Judy Parent, Donna Moreau, Pam Vross, Deacon Jerry Gerard, Jim Hoogland, Jacob Henrichs, Laura Brinkman.
- III. **APPROVAL OF Minutes from June.** Jim Hoogland made the motion to approve the minutes from the June meeting. Elise Neuens approved the motion and Judy Parent seconded the motion. All in favor.
- IV. **APPROVAL of Agenda for July.** Jim Hoogland made a motion to approve the July agenda. Judy Parent approved the motion and Elise Neuens seconded the motion. All in favor.

V. **FINANCIALS – Balances and Income Expenses**

St. Anthony:

Xavier Rectory Fund: \$99,294.57 (100% reserved with proxy stipulations)  
 Money Market: \$11,777.18 (98% reserved: \$1739.32 + \$9,842.01 Hall  
 \$65 Our Lady’s Finger = \$11,646.33)

Sacred Heart:

Investment CD: \$20,010.00  
 Money Market: \$25,112.72  
 Checking: \$13,695.56

Money flow in and out of checking account per parish 7/1/2023 – 6/30/24

	Expenses	Income	Gen fund +/-
St. Anthony	-\$212,104.50	\$169,275.02	-\$42,829.48
Sacred Heart	-\$21,596.82	\$24,268.70	\$2,671.88

- VI. **A. BUSINESS INVOLVING SACRED HEART (and/or ST. MARGRET)** this is to establish percentage shares on rectory and priest expenses among the three parishes. Dawn gave a very nice presentation with formulas and ideas how to weigh the different services Father provides and base the services off what he provides for each of the three parishes. (See attached spreadsheet for detailed information.) Based off the information provided it was agreed upon by St. Anthony’s and Sacred Heart to use the formula established. St. Anthony will continue to pay 50 percent of the priest and rectory expenses. Sacred Heart will pay 20 percent. Pam Vross, from St. Margrets would like to hold off on committing St. Margret’s portion of 30 percent until she can share the information with her team. The board decided that this information/formula needs to be reviewed annual. Jim Hoogland made a motion that

St. Anthony's would pay 50%, Sacred Heart would pay 20% of the expenses shared on the rectory and priest. Elise Neuens accepted the motion and Donna Moreau seconded the motion. All in favor.

- B. Sacred Heart Parish to establish a \$250 Petty Cash fund to pay for small (specifically for Lawn Care). Jim Hoogland made a motion to establish a Petty Cash fund for Sacred Heart. Elise Neuens accepted the motion and Jim Carncross seconded the motion. All in favor.

#### VII. ST. ANTHONY'S – OLD BUSINESS

- A. Projects #1-5 updates: Scott Morin will be in touch with Neuens to get a snake to determine where the actual problem is with the drain causing the water in the hall. Scott Morin is also suggesting we do a drain tile outside the hall, in the corner to prevent/help with the water in the hall basement. The total charge from Scott Morin for the removal of the trees, leveling and placing of gravel on the garage parking lot came to \$3500.  
Joe Swanson was the only person out of three that gave a bid on the steps. His bid was \$6000. We are not moving forward at this time until we can secure more bids.
- B. Update on new entry way mats and vacuum cleaner for church. The Knights of Columbus graciously gave \$1000. Dawn will measure and order mats for the Narthex and both entryways. She will also purchase a vacuum using the \$1000. Motion made by Jim Hoogland to approve the purchase of entryway mats and vacuum with the Knights of Columbus donation. Judy Parent approved the motion and Donna Moreau seconded the motion. All approved.

#### VIII. ST. ANTHONY'S – NEW BUSINESS

- A. Catholic School House rental of parish center and hall for the 2024-25 school year. Dawn will purpose a letter to the Catholic School House purposing for a \$1000 donation, but wording it so that we will accept \$750. Judy Parent made a motion for the Catholic School House to use our facilities for the 24/25 school year for \$750 to \$1000 donation. Donna Moreau second her motion. All in favor.
- B. Discuss and formulate a policy for Hall Rentals in the following situations.
  - 1. Funeral Masses taking place at St. Anthony parish.
  - 2. Sacramental marriages taking place at St. Anthony parish
  - 3. Knights of Columbus, SACCW, or other parish related groups holding events.  
The council discussed and will continue as in the past.
- C. Discussion and action on purchasing three boxes (32 each at \$6.67 per book) of Breaking of Bread missal and music books for 2025 or continue using St. Michael Hymnal and Missal. Both St. Anthony's and Sacred Heart music instructors would like to use the Breaking of Bread missal. Laura Brinkman (St. Anthony's) and Elise Neuens (Sacred Heart) like the selection of music in the Breaking of Bread missal compared to the St. Michael Hymnal. Laura Brinkman said she's been collecting donations and has enough money saved to purchase five boxes. Three boxes will go to St. Anthony's and two boxes will go to Sacred Heart. Motion made by Jim Hoogland to purchase five boxes of Breaking of Bread Missals. Elise Neuens accepted the motion and Judy Parent second the motion. All in favor.

#### IX. OTHER BUSINESS

#### X. FOLLOW UP OR ASSIGN ITEMS

#### XI. NEXT MEETING – Tuesday, August 20<sup>th</sup> at 6:30

#### XII. CONCLUSION AND PRAYER - Father Felix