

Immaculate Conception

Finance Council/Personnel Board

Minutes of January 21, 2010, Meeting

Present: Brad Hagarty, Bud Wilson, Rita Krueger, Dc. Joe Dvorak, Karen Van Dusseldorp, Joe Hayden
Brad Hagarty called the meeting to order at 7:04 PM.

Dc. Joe led prayer.

Minutes from the November meeting had been approved by email earlier.

Old Business

Building and Grounds

Roof: Dc. Joe reported that the roof has been repaired. There have been no leaks.

Plaster: Dc. Joe received a bid of \$2,250.00 from McKlveen and \$4,500.00 from Jeremy Rhone. Joe Hayden moved that we accept McKlveen's bid and begin work as soon as possible. Karen seconded. Motion carried.

Energy Audit. Mid-American conducted an energy audit for the office and for the church. They made many recommendations. They will be sending a written report. They recommend more insulation in both the office and the church. They will pay part of the installation. When the written report arrives, members of the council will be sent an email with the details and the council will vote by email on any recommended action.

Doors. Dc. Joe had not yet contacted Talsma's about adjusting the doors but will do so.

Concrete. Dc. Joe reported that On Your Concrete did not make it out to look at the front walk last fall. He will pursue this next spring when the weather permits.

Light socket. Karen reported that Justin Teed had worked on the faulty light socket in the church and had repaired it.

Finances

Annual Diocesan Appeal: Dc. Joe reported that we have reached our goal and exceeded it by \$1,629.00.

Capital Campaign. Dc. Joe reported that Michael and Pam Brown, Scott and Tracy Spry, and Steve and Linda Barnum had agreed to serve on the central committee and were beginning to organize the campaign. Almeta Hill will serve as secretary.

Personnel

Staff Handbook. Dc. Joe distributed copies of the staff handbook and the procedure manual to the members of the council. The council's only concern was about the vacation and sick leave. After discussion, the council decided that it should be combined into paid time off of 5 days the first year, 10 days after the first year, 15 days after five years, and 20 days after 10 years. Five days of PTO may be carried forward at the beginning of the year but it must be used by March 31 or forfeited. Dc. Joe will write the policy and send it out by email for approval.

New Business

Finances

Budget review. Dc. Joe distributed copies of the financial statements of the first half of fiscal 2009/2010. The council reviewed the statements.

Building and Grounds

No new business at this time.

Personnel

Cleaning the Gathering Space. Bill and Meta Hill have generously donated their time to clean the gathering space for the past year and a half. However, they can no longer do it. Kathy has agreed to clean the gathering space (upper and lower and restrooms) for an additional \$15.00 a week so her pay would be \$100.00 a week. Bud moved that we pay Kathy \$100.00 a week and have her clean the gathering space. Rita seconded. Motion carried.

Meeting adjourned at 8:34.

Respectfully submitted by Dc. Joe Dvorak