



# ST. RAPHAEL THE ARCHANGEL CATHOLIC CHURCH

830 S. Westhaven Dr. | Oshkosh, WI 54904 | 920 233 8044 | raphael.org

## **Finance Committee Meeting Minutes Tuesday, February 7, 2023**

Members in Attendance: Jerry Stephens, Richard Krummick, Peter van Houwelingen, Ed Jeziorny, Claire Kleinschmit, Ken Wolf, Scott Jennings, Sue Langenfeld, Father Tom, and Mark Lindekugel.

### **Opening Prayer-Father Tom**

### **Approval of Meeting Minutes**

- A motion by Ed to accept the minutes of the November 15, 2022 meeting as written, seconded by Richard. Motion carried.

### **Approval or Additions to the Agenda**

- No additions to the agenda.

### **Election of Secretary for 2022-2023**

- Chairman Jerry stated that the election of the Secretary had not been completed as the Secretary was not present. Sue Langenfeld was elected to position of Secretary until the end of her term in 2023.

### **Pastor's Update**

- Father Tom reported that the wall in Good Samaritan hall is complete.
- Richard commented that he had did a walk through with Howie (at the completion of the Good Samaritan Hall project) and wanted to note "the Contractors did a good job."
- The audio in Good Samaritan Hall is mostly completed. The screen and projector are in, but the microphones are on backorder.
- New tables have been purchased for Good Samaritan Hall. Still looking to replace about ten more.
- The new computer server was placed into service in December 2022.
- Boy Scouts of America—in the past, St. Raphael's has chartered the Boy Scout Troop. The Diocese of Green Bay has asked that we no longer charter the Boy Scout Troop. The Troop is now being chartered by the Military Museum. Along with chartering, the Troop used our facilities for their meetings. The Diocese has asked that they complete a Liability Statement as anyone, using the facilities, would be asked to do. They declined the offer and are now meeting at the Military Museum. The question came up "are we still recognizing Boy Scout Sunday" at Mass. Father Tom stated "Yes, we would continue to have "Boy Scout Sunday".

### **Review of Monthly Financial Statement (December)**

- Mark noted the following:
  - December was a very good month.
  - Parishioners are using less envelopes and more online giving, mostly one-time rather than weekly/monthly giving.
  - Religious Education is under budget in program fees, but also under in budgeted expenses.
  - January monthly was pretty good
  - February looks to be down a bit.
  - One by One Campaign-currently have used \$83,000 and approximately 16,676 left to pay for the completion of the audio in Good Samaritan Hall.
  - The 83,000 was used for replacing four furnaces (all furnaces are now up to date), Good Samaritan upgrades, outside security,
  - Scott asked about the balances in the checking account.

### **Future Projects List**

- Howie has requested funds to look for a different maintenance truck. Current one is too small. \$10,000 had been approved in November for a replacement.
- Parking lot resealing. 2019 was the last time the parking lot was resealed. There is a need for cracks to be filled, resealed and lines painted.
- Parking lot landscaping (islands, cross area). The landscaping is in need of updating, in some of the areas the plants are showing their age.
- Richard suggested having the arborist to work with Howie and provide a proposal for updates and possibly maintenance of the landscaping.
- Richard brought up our HVAC unit for the church itself is “obsolete” due to the type of coolant used. The coolant is no longer available. The typical life span of a HVAC unit is 25-30 years. St. Raphael's HVAC unit is pushing the 30 year mark. Richard is going to look into whether it can be converted to use the recommended coolant.
- Peter suggested starting a replacement fund for the church HVAC. In the past we had budgeted for furnace replacements.
- Richard will contact a contractor to evaluate our current system.
- Father asked that the Rectory have an annual evaluation for any needed maintenance or improvements. Some portions of the outside deck need to be repaired/replaced. Some updating was done when the parish purchased the house. The subdivision was built in the 1970/1980's. Normal wear and tear items in bathrooms and kitchen area.
- Yard maintenance.

### **Catholic Cemeteries of Oshkosh**

- Discussion of our current \$1,000.00 per month contribution to the upkeep of the cemeteries. The request for the three parishes supporting the cemeteries is to double their current contribution.
- Father Tom noted that even that would not cover the deficit but would be good start. The cemetery has raised prices as of 1/1/2023. More cremations have resulted in less funds going into the perpetual care fund.
- The question was asked if the other two parishes were going to increase their contribution. Father Tom stated that would depend on their upcoming budgeting.
- **Action Item:** Mark to build the additional monies into the 2023-2024 budget proposal. Yearly amount is \$24,000.

### **Emergency Response Plan**

- The Diocese has asked for St. Raphael's to update the Emergency Response Plan.
- The plan states who should be called in an emergency.
- Those listed to be called will then be trained in the “Response”.
- Mark will present in March.

### **New Member**

- The Finance Committee is still looking for one additional member.
- It was noted that in June 2023 Ken, Sue, Peter and Jerry will also need to be replaced on the Finance Committee as our two terms will have been completed.

### **Closing Prayer-Father Tom**

Respectfully Submitted,

Sue Langenfeld, Secretary

### **Upcoming Meeting Schedule**

Tuesday, March 21, 2023 6:15 pm

Tuesday, April 18, 2023 6:15 pm

Tuesday, May 16, 2023 6:15 pm

**Thursday, June 15, 2023 at 6:30**

**with Parish Council**