

**Parish Council Meeting**  
**Wednesday, October 29, 2015 – 6:00 PM**  
**Approved**

**Attendees:** Council members Fr. Frank Schuster, Beverly Monroe (Secretary), Rich and Marge Conley (Trustee), James Porter (trustee), Bill Kary (arrived at 7 PM), Pat Anderson (Business Manager), Connie and Ken Roehrich (V-Pres.)

Absent: Al Kuntz

***Call to Order and Opening Prayer***

Council Vice-President Ken Roehrich called the meeting to order. Fr. Frank led the council in the opening prayer.

***Agenda***

- One item was added to the agenda; donation from John Hruby.

***Approval of Meeting Minutes from August 26, 2015***

- Bev Monroe moved to accept the parish council minutes from August 26, 2015; Rich Conley seconded the motion; the motion passed.

***Committee Reports***

**Financial**

- Pat Anderson provided a copy of the fiscal year to date (July 1 – September 30, 2015) statement of financial position and statement of activities. The balance sheet was discussed and Anderson reported that we have 2.7 months of operational funds in the parish checking account aside from the restricted funds in the checking account. There are restricted funds in the checking account of \$14,121.82 of which \$11,697 is designated for building projects.
- The Altar Society Statement of Financial Position as of Sept. 30, 2015 was distributed.

***1. Diocese Expansion Funds***

Fr. Frank discussed that the Bishop has notified all parishes that any funds outside of 90 days of operating need to be invested in the Expansion Fund for the Diocese of Bismarck. As a result of this notification, Fr. Frank has taken the following action:

- a. The Cemetery Savings Account was moved to a Cemetery ExpFundCD and requested to be directed to the Union Bank of Wilton.
- b. The Youth Saving Account was moved to a Youth ExpFundCD and requested to be directed to the Union Bank of Wilton.
- c. Restricted funds in the checking account of \$11,697 for the roof project have been moved to the Money Market account for putting all of the roof funds in one account and to generate interest of .9%.

- d. \$3000 from the checking account has been invested into an ExpFundCD and requested to be directed to the Union Bank of Wilton.
- e. A letter has been sent to the Bishop requesting that Sacred Heart be granted permission to retain the roof renovation funds in our money market account so that an interest rate of .9% can be generated. The Bishop's reply has not been received yet.
- f. The Altar Society needs to reduce their balance in their checking account and they have donated \$2500 to the parish for the roof renovation project. The funds have been deposited into the parish money market account.
- g. The Altar Society needs to further reduce the balance of their checking account and a check will be forthcoming for investment into demand funds through the Expansion Funds of the Diocese of Bismarck. The check will be sent off next week (addendum: Check no. 1892 for \$822.40)

## **2. *Octoberfest Income***

Pat provided an Octoberfest report of income, expenses and net income. The net income for this year was \$3,042.92. Pat conveyed Misty Schafer's request that the income from the past Octoberfest events be identified and that there should be something in the past minutes on where this money was to be used. Misty thinks the council approved it for possibly CCD and VBS. The past minutes were reviewed but there wasn't anything in the minutes that specified what the Octoberfest income was to be used for. The parish council recalled from past discussion at the council meetings that the Octoberfest money would go into the general parish fund and that if CCD needed something we will discuss and provide.

Rich moved that the Octoberfest money be kept in the general parish fund; Bev seconded the motion; the motion passed.

## **Maintenance**

- One of the brackets on the outside lights for the Sacred Heart Church sign needs to be fixed. Father Frank will call John Klein to fix it.

## **Liturgy**

- Fr. Frank stated that he will be having an All Souls' Day Mass on Monday, Nov. 2 at 6:30 p.m.

## **Christian Services, Environment, & Social**

- Bev reported that CCD was smoothly moving along and that the CCD Christmas program will be Sunday, December 20 following Mass.

- Pat reported that she needed to purchase a new wireless router and an extended range deadspot terminator so that CCD could have internet connection in the fellowship hall. The cost was around \$300.
- Bev asked if there were funds in the flower fund for Christmas. Pat reported that all of the restricted funds have been used but there most likely be donations coming in closer to Christmas. Pat asked if this is something that the Altar Society would fund since this is associated with the altar. Bev will check with the Altar Society.

## ***New Business***

### **Parish Review**

- A parish review was conducted on Sept. 30 and the report will be forthcoming. One of the things requested at the review was that we have a copy of the deed for the cemetery. Jim was able to obtain a copy from McLean County so we have a copy of the deed now.

### **Handicap Doors on the Bathroom**

- Virginia Emineth submitted information for the cost (\$3256) of installing handicap accessible doors on the bathroom doors. No action was taken by the council and it was recommended that Christian charity be used to assist someone who may need help with opening the door.

### **Technology Purchases**

- A new wireless router, dead spot terminator has been purchased so that CCD can have access to the internet in the fellowship hall.
- A used copier has been purchased so that we have the capability to scan/email and fax documents. The copier should arrive sometime in November. The old copier can be utilized by the CCD program with the understanding that when the copier no longer works that we will not replace it.

### **Feasibility Study Results**

- A copy of the feasibility study results conducted by Ron Schatz regarding the roof renovation project was distributed. Currently we are hoping to pursue a Catholic Extension Society grant and are working with the Diocese to determine if an application can be submitted.

### **Capital Campaign Kick-off**

- Fr. Frank will kick off the campaign this Sunday. He will try to visit as many families personally as he can.

### **Donation**

- John Hruby has donated to the parish some miscellaneous farm related items. The parish will need to pick up and take all of the items and they are ours to do what we would like to with. Action: Bill Kary will pick up the items and haul them to his farm.

#### **Parish Council Terms**

- Fr. Frank requested that everyone remain on the council through the building project and then a rotation plan will be established to rotate current member off and to add new members to the council.

#### **Next Meeting**

The next meeting will be Thursday, Dec. 3 at 6:30 p.m.

#### **Closing Prayer**

Father concluded with a closing prayer. The meeting adjourned at 8:00 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Pat Anderson".

Pat Anderson, Business Manager