

**ST JEROME FINANCE COUNCIL MEETING MINUTES**  
**JULY 30, 2024**

**Members present:** Tim Poletti, Keith Detmer, Dan Hellrung, Jessica Moore, Jim Sagovac, Kim Schoerner, Denise Giles, Fr. Kevin, Betsy Weinel, Amanda Dotzert, John Hopkins

**Members absent:** Karen Simpson

Opening prayer offered by Fr. Kevin

No minutes to approve at this meeting. Will start approving minutes at next meeting.

**Old Business:**

- Wayland office building updates – Lower-level exterior door installation scheduled to be completed in September – total cost will be approximately \$12k. Need to confirm window installation date. Hoping for August – total cost will be approximately \$19k.
- Liturgist/Music Director search update:
  - Decided on a \$1,700 monthly salary for the part-time position with a total annual salary of \$20,400.
  - An additional \$3,600 is budgeted for fill-in lead musician for masses needing covered when new music director is unavailable.
  - Offer made to Danielle (Dani) Boulanger for the Music/Liturgy position. Expecting a response by 8/1/24.
  - Steve Shininger is willing and able to cover Sunday masses and has been covering funeral masses during the week as well. Steve is not available for Saturday 4pm mass.
  - Natalie Brown is a possible candidate. Contact information for Natalie to be sent to Betsy for follow-up.
- Centennial Campaign
  - Discussed maintenance needs around the campus. A list of approximately 10 items has been identified.
    - Roof of church building was discussed. Betsy is going to reach out to the contractor who completed the Wayland roof for an estimate to replace the church building roof including gutters.
      - Extension of the Narthex was discussed as part of the campaign and if this is done, we would wait until the Narthex extension is completed before installing new roof on the church building.
  - Determined the need to form a capital campaign committee to finalize the list of building and maintenance needs around the parish campus.
    - Paul Baumgartner, Mark Davis, TJ Norrenberns, Alice Lehnhoff, and Jim Eden were mentioned as possible candidates for this committee.
      - Jim Sagovac to reach out to Jim Eden
      - Amanda Dotzert will reach out to Alice
      - Tim Poletti will reach out to Paul and Mark
      - John Hopkins will reach out to TJ
    - Capital campaign committee members to be finalized by 8/13/2024 with 5 or more committee members with one member from each of the following groups in addition to other parishioners interested in helping: Finance Council, Pastoral Council, St. Ann's, and Knights of Columbus.
      - Need to determine capital campaign manager
    - The goal for the newly-formed capital campaign committee would be to complete a final prioritized list of building and grounds needs by the end of September.
    - Fr. Kevin, the parish staff, and the Pastoral and Finance Councils would review at their next meetings.

**ST JEROME FINANCE COUNCIL MEETING MINUTES**  
**JULY 30, 2024**

**New Business:**

- Keith Detmer was elected as chairperson for the Finance Council
- Tim Poletti was elected as secretary for the Finance Council and will take meeting minutes moving forward
- Reviewed the proposed 2024-25 parish budget
  - Budgeted \$24k for Music/Liturgy Salary (combination of part-time salary and fill-in musician allowance)
  - St. James reimbursement not accounted for yet which is \$9,600 annually
  - Balanced budget by adding \$4,855 to Fundraising budget line which is for the raffle.
  - Publish final year end Fiscal Year 2023-24 report with bulletin the weekend of September 7/8
  - Amanda Dotzert to be available the following weekend (September 14/15) between the 8:30 and 10:30 Sunday masses during donut Sunday for questions regarding the year-end report

**PULSE OF THE PARISH:** There is a need for the parish to better explain what the 10% tithe to the diocese provides to St. Jerome parish. Betsy will follow-up with Katie Price or other diocesan contact to attain this information and provide to Finance Council at the next meeting.

**Next meeting date:** Meetings will be held on the 4<sup>th</sup> Tuesday of the month moving forward. Next meeting will be Tuesday, August 27 at 7:00pm at the Wayland Building

Closing Prayer was offered by Fr. Kevin and meeting adjourned at 8:35pm.

Recorded by Keith Detmer