

**Our Lady of Peace Parish Finance Council Meeting – August 22, 2018 at 6:30 pm**

ATTENDEES: Rev. Walter Dziordz, Pastor, Rev. Mark Baron, Mike Clark, Dave Bertram, Bill Lucas, Mike Murphy, Kellie Moore -Business Manager, Sandra Sobotka, Bill Chromizky

AGENDA

- 1 – DOJ & Parishioner Report
- 2 – Member Assignments & Terms
- 3 – Facility Planning
- 4 – School Business
- 5 – Religious Education Business
- 6 – Additional Reports

The meeting opened with a prayer by Fr Walter Dziordz at 6:30 pm. The April Minutes were reviewed and approved.

**DISCUSSION**

**1– DOJ & Parishioner Year End Results:** Final copies of the Diocese of Joliet and parishioner financial reports were reviewed and approved. The reports will be available September 9, 2018 on the parish website and in the vestibule of the church. Copies will be circulated to all council and ministry heads the first week of September 2018. The overall parish results were positive excess operating funds were transferred to the parish capital deposit account at the Diocese.

**2– Member Assignments & Terms:** Fr Walter Dziordz extended a request to the appropriate council member to serve another one year term. All council members invited to serve another one year term accepted. A motion was made and approved for specific member assignments in the areas of capital projects, estate planning and planned giving, budgets and financial reviews, operating and organizational financial reviews.

**3- Facility Planning:** The new church HVAC project will begin on September 10, 2018. The church hall will be closed to all ministries and groups from approximately September 10 – October 15 for construction. Ministries have been relocated to other areas of the campus for this time period. Weekly communications will be published in the parish bulletin with updates and progress reports. The proposal was approved for the church front exterior doors to be refinished in September. Necessary repairs will be made to the doors during the project. A proposal was obtained from the seal coating contractor to resurface and stripe the parking lot due damaged caused by the city of Darien 75<sup>th</sup> Plainfield construction project this summer. We will be working with the city of Darien to resolve this issue and restore the parking lot to the condition is was in June before it was damaged. The parish office relocation and school renovation projects will be reviewed in November 2018 by a select facility planning committee with members of school board, finance council, parish council, clergy and staff.

**4-School Budgets** – The Trinity Executive Partnership contract for placement services was resolved and no further payments are due. Current 18/19 enrollment for school was discussed. The total student enrollment is 207 for K-8 and 45 for preschool. Results of the CSO exit survey were given to the principal by CSO for review. The Home & School charity mania fundraiser has made \$2,100 to date. Several agenda items from the August 2 school board meeting were discussed. A member of the finance council will continue to attend the school board meetings.

**5-Religious Education:** Current 18/19 enrollment for religious education classes is 121 students. The coordinator is contacting current families to encourage registration before the start of classes in September. Several catechists are still needed to fill Tuesday and Wednesday class sessions. Fr Mark is currently working with the coordinator, board and business manager to review the program and implement new curriculum and efficiencies.

**6-Additional Reports:** The following reports and communications were reviewed and discussed

- Sunday offertory year to date results
- CMAA year to date results
- Bishop Conlon's letter to the parishioners

Fr Mark Baron closed the meeting with a prayer at 8:15pm.

Next Finance Council Meeting – September 26 at 6:15 pm