

**Our Lady of Peace Parish Finance Council Meeting**  
**July 9, 2025 - 9:00 am Library Meeting**

ATTENDEES: Dave Bertram, Mike Clark, Bill Lucas, Kellie Moore -Business Manager,  
Fr. Michael Baker, Parish Administrator

The meeting began at 9:00 am with an opening prayer from Fr. Michael Baker

**Minutes**

The May 2025 minutes were reviewed and approved.

**Parish Business**

**1 - Sunday Offertory YTD**

The YTD Sunday offertory actual vs budget for FY 24-25 was reviewed. Through the fiscal year end of week fifty-two the offertory is at a budget surplus of \$5,506. The 24-25 weekly budget is \$18,000.

**2- Financial reports FY 24-25**

The preliminary FY 24-25 reports were reviewed for all departments and accounts. Year End financial reports will be communicated to the parish in September 2025 after the fiscal year is closed and reports are submitted to the Diocese of Joliet finance office.

**3- Capital Campaign Pledge Update**

As of July 8, 2025, 424 families have pledged \$942,645 with \$790,288 being collected through pledge payments. Currently 298 pledges are paid in full of 126 open pledges to be fulfilled. The parish dissolved eleven pledges totaling \$15,000 in delinquent pledges after several attempts to contact the donors. In July, the campaign is entering year three of the three-year pledge campaign. The goal is to have all pledges paid in full and closed by July 2026.

**4-Construction Update**

Construction for Phase 1 is completed except for the punch list currently being addressed by the general contractor. Fr. Michael will communicate the progress of Phase 1 to the parish through the bulletin/website in August. The Diocese of Joliet is working with OLP on the Phase 2 RFP that includes several options for the gymnasium along with the front entrance, lobby, reception area and office space.

### **5- Rectory Sewer Project**

The rectory experienced three significant sewer backs from December 2024 – February 2025. Three claims were opened with Catholic Mutual and all expenses except for the plumbing costs are covered under the plan. Currently, the final remodeling is being completed. The back up is related to aging pipes. The necessary repairs were made to correct the issue.

### **6-HVAC System Update Parish Center**

Two HVAC firms are investigating options to address the aging unit vent systems in the parish center classrooms. Options will be presented to the Diocese for review.

### **7 – Pastor's Report**

The Parish Council is still in the process of working on a Welcome Committee plan and Ministry Brochure. Fr. Michael will work with the finance council to communicate to the parish an overall picture of parish finances and the need to increase the offertory and create new capital campaign funding to continue the project. Dave Bertram has retired from the finance council after 20 plus years of service and a new finance council member will be appointed by Fr. Michael in the coming months.

### **8 – Additional Reports**

The 2025 CMAA report was reviewed and noted the 2025 YTD actual is significantly less than YTD 2024 on both donors and overall donations.

The meeting closed at 10:15 am

Next Finance Council Meeting October 8, 2025