

Minutes of the Finance and Administration Commission Meeting, Tuesday, October 28, 2008.

Present: Dick Brown, Bill Bergan, Patrick Clem, Ina Couture, Anne Krapfl, Bobby LeBlanc, Diane Lyon, Gene Noem, Sara Oftelie, Peter Orazem. Kris Egan, Development Director.

Prayer: Anne Krapfl offered the prayer.

Minutes were approved.

Honduras Committee: Bobby LeBlanc

- The Honduras Committee requested that we allocate \$3800 to the Honduras Mission effort, \$1800 for seminarian scholarships, \$1000 for mattresses, and \$1000 for a garden project. However, it seems that only the first of these requests actually came from the Bishop and the others did not obviously come with the Bishop's knowledge. Further, the Bishop's request was for three seminarian scholarships totaling \$5400, and so we would be in the position of diverting money away from the Bishop's request toward other areas which has the risk of undermining our relationship.
- FAC suggests that the Honduras Committee support the seminarian request up to the amount requested if they wish, but we should not send money for the mattresses or the garden unless it is clear that the Bishop is aware of the request or that the Bishop has granted authority to others to make requests.

Delta Upsilon House: Diane Lyon

- The Church learned that the DU House may be offered for sale. STA paid for half the cost of an appraisal and then the DU Board of Directors asked Father Ev to make a bid. Father Ev received Diocesan backing for a loan. Both staff and Parish Council supported the purchase, whether the objective is to raze the building or to refurbish it for an intentional religious community.
- Ultimately, the DU Board decided against sale at this time but it may put the proposition back before the Church if it cannot raise sufficient money to bring the fraternity back to solid financial footing.
- FAC agreed that the purchase was a necessity if the property went on sale. Father Ev should continue to pursue possible donors and investigate possible uses for the property.

Next Meeting will be on Tuesday, November 25, 2008

Development: Kris Egan

- We receive semiannual accounting of our holdings in the Supple Endowment every six months. We will be getting the report soon, but we expect that the endowment will have taken a hit of at least 20% since January.
- Homecoming Tailgate was the best ever with about 120 guests.
- The Fall News and Views and the Annual Report are at printing.

- Kris proposed that Fundraising and Development be changed to Alumni Relations and Development. Proposal was unanimously approved.
- A web page programmer is now working with Kris.
- Work on new Mission and Vision statements for the Church will begin soon.
- Kris is currently attending the Iowa Commission on Volunteerism meetings at the Scheman Center which is partially supported by the Iowa Nonprofit Institute.

Budget: Ina Couture

- Expenditures led income by \$2302 in September, roughly consistent with past years. However, year-to-date, we are still \$16.6K in the red, \$26K behind our net position at this time last year.
- We will be learning about the allocation from the Supple Endowment in the next few weeks. At that time, we should be in a position to assess where we will be for the balance of the year and whether we will need to adjust our expenditures.

Church Business: Bobby LeBlanc

- Bobby announced that Carl was absolutely correct that paying the “full service” contract would not insulate us from rising costs, and so he agreed that we continue to self-insure for maintenance.
- Cardinal House will have two vacant apartments after Misty vacates following her marriage. Looking for new tenants.
- The carving of St Thomas Aquinas has developed an odd stain. The wallpaper is loose in a few places. Page: 2
Rae Reilly and Todd Flowerday are checking with the artist for advice on the wood and will check on regluing the paper.
- The structural engineer’s report on the Cardinal House garage was discussed. Costs of repair were estimated to be \$6800 for the East Garage; \$11,700 for the West Garage; and \$900 for roof repairs. FAC supported letting the Cardinal House Board pay up to \$20K to make the repairs, making the most efficient use of the funds and subject to support from the Parish Council and Father Ev.
- Font cross has been replaced.
- One of the custodians is having chronic health problems that are hindering his hours. Bobby will check whether we can help effect treatment.
- We will ask the Worship Commission to work on a new document that will guide visitors about the artwork in the Church.
- We will need a clarification in the Personnel Handbook that will specify that the employer percentage 401K match is contingent on the employee’s monthly contribution.
- The north side rooms in the student center get too cold in the period when weather is transitioning to cold but it is too early to turn on the heating system. The problem is most severe in the Nursery, the Library, and in the north peer minister apartments.

Building and Grounds: Gene Noem

- Bobby, reporting for Carl Bern, said that the past decision against installing a geothermal system was based on cost and not geological or structural problems. However, part of the cost was due to having to replace subsurface fill with denser materials.
- Fall Clean-Up Day will be November 1.
- Two people are working on the song board.

Stewardship: Bobby reporting for David Holm

- The Stewardship Appeal on October 10-11 was viewed as satisfactory, the main concern being the lack of mention of the economic hardship that parishioners might be facing this year and the use of the term “stewardship” instead of “sacrificial giving.”
- Not many of the pledge cards were returned, although 6 parishioners requested information on direct deposit. Stewardship will be evaluating whether the cards were worthwhile.

Commitment Card Returns 2008 after two weeks

	Returned	Total sent
Residents	95	726
ISU Students	0	738
FAC	8	14
Parish Council	4	15
Stewardship	4	12
Staff	4	10

- Relative timing of the Time and Talent questionnaire versus the Ministry Fair is ongoing.
- The Stewardship appreciation party is being planned.

Minutes submitted by Peter Orazem