

St. Robert Parish council  
Final Minutes  
April 12, 2011  
6:30 P.M.  
St. Robert School Meeting Room

**Members Present:**, Margaret Sankovitz, Julia Killian, Deb Scheid, Greg Kaftan, Cory Schaefer, Chris Schorse, Kathy Wyatt, Bill Kovalchik, Nancy Knight, Father Dennis

**Members Excused:** Rob Frediani, Joe O'Neill, Adam Kessenich

**Guests:** Jjohn Scheid, John Collopy

**1. Meeting Opening:**

Opening Prayer-Nancy Knight

**2. Approval of Minutes of March 15, 2011**

**Approval of Agenda**

**3. Finance Committee Report-John Scheid, John Collopy**

As a way of introducing the budget, John Scheid explained that the budget process began in February. As opposed to the past two years in which the committee produced a top-down budget, this year, the Finance Committee decided to do a full budget, from the bottom up, with all ministries submitting changes/costs. All submissions from ministries were received by March 8, 2011.

The Finance Committee is working to improve the financial rigor of the parish through monthly finance reports. We have no debt as a parish. There are a number of reserve accounts that support the school, scholarship, and capital funding.

John stated that as we enter the year, we are in a position of "balance sheet" strength. The operating budget is declining due to declining contributions. For this reason, the committee budgeted cautiously: \$725,000, down from \$800,000.

Because of last year's salary freeze, the committee planned for an average salary increase of 2%-3%.

There will be an increase in health insurance rates.

Maintenance costs rising.

The committee recommended maintaining the \$160,000 parish contribution to the school.

As it stands, there is a budget shortfall of \$66,643.

This can be met by increasing Stewardship activities to raise the level of parishioner contributions; collecting an additional 7% of Faith in our Future Campaign funds (it was felt that approximately 10% of these funds would go uncollected), through special fundraising, an increase in collections, bequests.

Deb Scheid would like to appoint a parish council liaison to the stewardship committee to increase parish council involvement. Will be added to agenda for future action. Parish Council would like to educate school families on the need for being parish stewards as well as school patrons in that in addition to \$160,000 in operating money budgeted to the school, the parish pays for building maintenance and other school expenses.

Parish Council approved \$150,000 to Building and Grounds Committee for capital renovations/repairs. In kind donations are to be sought as well. An ad hoc committee made up of two members each from the Finance Committee, Stewardship Committee, and School Advisory Committee will meet to discuss how the parish will fund ongoing renovations and repairs. The committee will report to the parish council in October. Nancy Knight motioned to approve the budget as presented by the Finance Committee, Julia Killian seconded. Parish Council approved the budget as presented.

Finance Committee recommendations and budget are attached.

#### **4. Election Committee Report-Chris Schorse**

Nominations for at large parish members: Laura Nickolich, Mary Jane Gallo, Carrissa Dove, Larry Mackowski, Cindy Patrick, Margaret Witkowski, John Witkowski, Chantal Kneir, Kip Berg, Bob Stelter, Deb Scheid.

Nominations for Trustee: Pete Vrobel, Joe O'Neil

Nominations for Youth Representative: Dan Vrobel, Adam O'Neil, Joe Gallo

Nominees will be contacted for interest and names, biographies will be published in Bulletin.

#### **5. Pastor's Report**

Father Dennis interviewed Deacon Kevin McManaman, (soon to be

ordained), for the position of Associate Pastor of St. Robert and Holy Family parishes. No obstacles seen in his appointment to the position.

#### Zero Giver List

513 units on our zero giver list at St. Robert Parish. That is almost 1 out of 2 contributing units. In an effort to clean up our parish roster, the priority is to contact these members. Rosemary will call members who have not donated since 2000. It will also be a priority to contact new parish members going back to April 2010.

Lisa will contact school parents on the zero giver list.

Parishioners living at Catholic Home will be removed from the active roster and added to a Senior citizen membership roster. It was felt that it is important to maintain contact with these parishioners through the bulletin and inspire mailings.

New procedure for address return requests:

A call will be made from the office asking if that person is still interested in being part of St. Robert parish.

Father suggested contact also be made with families leaving the school to determine if their parish involvement will continue.

#### **6. Closing Prayer-Bill Kovalcik**

Meeting Adjourned at 8:30 pm

Meeting with Holy Family Parish Council: May 10m 2011, 6:30 pm at Holy Family  
Next Parish Council Meeting: May 17, 2011