

NUTS AND BOLTS  
AUGUST 18, 2009

ATTENDANCE:

James Jacobs, Tom Fischer, Paul Pladson, Brenda Graber, Joe Ackerman, Caroline Williams, Judy Noonan, Ken Bettin, Mike Ernst, LeRoy Zabel, Tony Oelrich, Bryant Frie, Dale Waletzko, Russ Portele, Pat Ernst, Fran Hill-Rowen.

1. Minutes of May meeting approved as amended. Brenda had added a section under Finance about tee shirts.
2. Building: LeRoy reported that an insurance compliance inspection had been done. The only thing mentioned to improve was adding railings up the indoor terrace steps and up the stage steps. He has received an estimate of \$550 to make the railings with him doing the installation.
3. Finance: After looking over the sheets Brenda had included, discussion was held on when we should send out financial/fiscal year reports to the Parish. Should we use USPS, email, stuff bulletins, or a combination? A consensus was that we send a shortened report via email and with a bulletin insert to see if that reaches a majority of our members. The "financial committee" (Paul Pladson, Judy Noonan, Paul Pfannenstien, Pat Ernst, and Brenda Graber) kindly consented to write up the report by the end of September.
4. Russ Portele, on behalf of the entire parish, recognized and thanked all the staff members, especially Brenda, for their diligence, care, and concern in being watchful of our budget in this difficult financial time. Members of the committee wholeheartedly agreed. THANK YOU.
5. Brenda discussed the formation of an alumni-parents campaign to raise money for Newman. She has a packet from the Iowa State University Newman that she is using as a model. She can get data from the SCSU alumni files. Wendy had inquired as to when would be the best time to contact those groups. We discussed the possibility of hiring a calling service to make phone calls. Consensus was that students would be the best people to use for calling if we could arrange it. Brenda will check on whether we can access phone numbers of alumni.
6. Personnel: Deacon Rich Scheierl has been hired full time for the cluster. We will be paying 10% of his salary and benefits .
7. A cluster bookkeeper position was discussed as there is a need for one at St. Mary's and St. Aug's. Joe Ackerman mentioned the need for controls, checks and balances at Newman. A suggestion was made to check into online banking for all 3 parishes. Also, Joe will try using a flash drive to transfer information. At this time, it was decided that we don't need the services. We will revisit the issue in 6 months.

Next meeting---Tuesday, Sept.15. We have coffee for October and February.

Submitted by Fran Hill-Rowen