

St. Mark Parish Property and Finance Committee Meeting

Thursday, March 16, 2017

3:00 p.m.

St. Mark Club

PRESENT

Father Brent Brennan
Brent Laton, Financial Administrator
Mike Perles, Chair
Judie Martin, Vice-Chair
Glenna Bonneau
Renata Kimmerly

REGRETS

John Vanderzyde

GUESTS

Mimi Garrah
Marion Laton
Brenda Wardrop

1. **CALL TO ORDER:** Mike Perles called the meeting to order.
2. **OPENING PRAYER:** Father Brennan led the group in prayer.
3. **APPROVAL OF MINUTES OF THE FEBRUARY 16TH MEETING:**

RECOMMENDATION

*It was moved by Glenna Bonneau, seconded by Judie Martin that the minutes of the February 16th meeting be approved as presented. **Motion Carried***

4. **CORRESPONDENCE:**

4.1- Father Brennan met with Archbishop O'Brien as part of his Deanery Clergy meetings. He reported that the Archbishop is looking at the welfare of the Archdiocese.

5. **UNFINISHED BUSINESS:**

5.1 **Crane House - Property Sale** - Brent Laton reported that the sale of Crane House closed on March 14, 2017. Brent distributed a report which showed the proceeds of the sale and the related expenses including legal fees, surveyor fees and real estate commission. The net proceeds were deposited into the Parish General Operating Account. The "Crane House" has been an Agenda Item for 74 consecutive Parish Finance and Property Committee meetings.

5.2 **Catch the Ace Fundraiser** - Brent Laton showed the Committee a video of another group performing the weekly draw for their lottery. He outlined the process that would occur each week for the lottery. Father Brennan reported that Archbishop O'Brien did not like the possible large scale of the lottery and this has led to the Archdiocesan Finance Committee denying our request for an Irrevocable Line of Credit in order to meeting the provincial license requirements. The Committee suggested that communication be sent to the Archdiocese outlining the process for a municipally-issued license with a prize-board cap of \$50,000.00. It was also suggested that the Archdiocese be made aware that other lotteries take place in Parishes within the Archdiocese that carry larger risk and that we should be placed

on a level playing field in regards to our lottery. It was also suggested that a list of Roman Catholic Parishes who have undertaken this type of lottery in Canada be presented to the Archdiocese. The question of who should communicate with the Archdiocese was asked and Father Brennan suggested that Brent Laton be the person to communicate with _____ at the Archdiocesan Centre.

6. PASTOR'S REPORT:

Father Brennan thanked Deacon Larry Judge and Brent Laton for the role that they played in the successful sale of Crane House. He mentioned the "cracking" sound in the sound system at St. Mark Church. It was suggested that we attempt to eliminate potential causes and the first step would be to purchase a new cordless microphone, since this may be the cause. It was also suggested that someone be asked to look at the amplifier in order to properly set the sound system for use in the Church. Brent Laton will contact _____ to look at the amplifier. He will also purchase a new microphone for the cordless sound pack.

7. FINANCIAL ADMINISTRATOR REPORT:

- 7.1 A report for the period of February, 2017 was presented. Brent Laton noted that this report was in a new format. The "Financial Snapshot" section will be identical to the information published in the Parish Bulletin. Since the Parish Finance Committee is responsible for presenting financial information to the Parish, the information published in the Parish Bulletin must be presented to the Committee first so that they may receive the contents and have an opportunity to ask questions.

The operating account book balance as at February 28th was \$27,685.13. The Campus Building Maintenance Fund Balance (included in Operating Account Balance) as at February 28th was \$3,227.30.

The balance in the Archdiocesan Central Development Fund as at February 28th was \$259,106.63. Included in this amount, \$239,106.63 are externally restricted Crane House insurance funds, \$20,000.00 are unrestricted Parish funds.

The Committee discussed investing the proceeds of the Crane House Sale.

*It was moved by Judie Martin, seconded by Renata Kimmerly to invest a portion of the Crane House proceeds in order to bring the balance of funds invested in the Archdiocesan Central Development Fund to \$300,000.00. **Motion Carried.***

8. PARISH CENTRE REPORT:

- 8.1 **Bookings Report** - Brent Laton reported the following bookings.

March 19, 2017	Knights of Columbus St. Patrick Dinner
April 20, 2017	Canadian Blood Services Blood Donor Clinic
April 27 - 29, 2017	South Grenville Food Bank Fundraising Dinner

9. **NEW BUSINESS:**

9.1 **Capital Projects Meeting** - The Committee met on March 6, 2017 to review the priorities identified by the Environmental Report, keeping in mind the following objectives:

1. In considering the needs of Campus buildings, the primary goal is to maintain the historic St. Mark Church building, with minimal fundraising necessary, while maintaining a contingency balance for unexpected capital needs.
2. To determine the best course of action, in dealing with Campus buildings, which will result in the ability to maintain a living space for the Pastor, on site, as well as a gathering space for the reduced size of St. Mark Parish congregation.

*It was moved by Judie Martin, seconded by Renata Kimmerly to approve and incorporate the report of the March 6, 2017 Capital Projects meeting into the minutes of the Regular Committee meeting of March 16, 2017. **Motion carried.***

9.2 **Welcome Poster** - Jude Martin presented a poster to be used to welcome visitors to the Church. Mike Perles will construct an easel to display the poster as well as a holder for contribution envelopes, pens and a place to deposit donations.

10. **QUESTION PERIOD FROM GUESTS:**

10.1 **Parish Meeting Spaces** - commented on a discussion held at a meeting at St. Francis Xavier Church in Brockville regarding the desire of Father to have a Parish Centre for that Parish and the perceived inability to use Catholic Schools as a meeting place. Brent Laton noted that St. Francis Xavier Parish once had the "Catholic Cultural Centre" on Courthouse Avenue for a meeting place, but Parishioners decided several years ago that it was not necessary to maintain such a facility and it was sold. Since then, the Parish social activities have been held in St. Francis Xavier Catholic School. Brent Laton also outlined that Catholic Schools are available to use through the "Community Use of Schools" program. The User Groups must register their event online with the School Board and provide the necessary liability insurance coverage.

11. **DATE OF NEXT MEETING:** Thursday, May 18, 2017
St. Mark Club - 3:00 p.m.

12. **CLOSING PRAYER:** Father Brennan led the group in prayer.

ADJOURNMENT: Hearing no further business, Mike Perles adjourned the meeting.