

St. Mark Parish Property and Finance Committee Meeting

Thursday, November 23, 2017

4:00 p.m.

St. Mark Club

PRESENT

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

ABSENT

Rick Johnston

GUESTS

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 OCTOBER 26TH MEETING:**

RECOMMENDATION

*It was moved by Judie Martin, seconded by John Vanderzyde that the minutes of the October 26th regular meeting be approved as presented. **Motion Carried***

4. **CORRESPONDENCE:** NONE

5. **UNFINISHED BUSINESS:**

- 5.1 **Catch the Ace Fundraiser** - Brent Laton reported that the draw is now at Week 28. The jackpot has reached almost \$3,800.00. Each week the draw continues, the charities earn approximately \$250.00, combined. Since the jackpot may be won shortly, the Committee looked forward to a possible next round of the lottery. It was reported that the Shakespeare Office may be closed for a time during the Winter months
- 5.2 **St. Mark Church Ceiling** - Brent Laton reported that the insurance company approved the quotation from _____ Work will begin early in the new year to avoid a disruption during the Christmas Season.
- 5.3 **St. Mark Main Door Refinishing** - On behalf of Rick Johnston, Brent Laton reported that the recommended product to be used is three coats of Minwax Helmsman Spar Urethane Exterior Clear Protective Varnish. The Committee Members felt that volunteers could be sought to perform this work. The doors would have to be removed so it would have to be done during warmer weather.

6. **PASTOR'S REPORT:**

Father Brennan reported that someone has volunteered to assist in office work at St. Mark Rectory so the Parish will not advertise for a paid Secretarial position at this time.

Father Brennan also reported that there is a leak in the toilet in the main bathroom of St. Mark Rectory. It was suggested that the toilets be replaced in the Rectory since there are problems with the ones in the Master Bedroom, Housekeeper's Quarters and the downstairs Office area. Father Brennan also reported that the dishwasher in the Rectory kitchen needs attention. This is a new dishwasher that was donated by .

7. **FINANCIAL ADMINISTRATOR REPORT:**

7.1 A report for the period of October, 2017 was presented.

The operating account book balance as at October 31st was \$83,000.26. The Campus Building Maintenance Fund Balance (included in Operating Account Balance) as at October 31st \$13,866.70.

The balance in the Archdiocesan Central Development Fund as at October 31st was \$300,000.00.

8. **PARISH CENTRE REPORT:**

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

November 26, 2017	CWL / K of C Turkey Dinner
December 2, 2017	Knights of Columbus 4 th Degree Christmas Dinner
January 15, 2018	Food Bank Luncheon

9. **NEW BUSINESS: NONE**

10. **QUESTION PERIOD FROM GUESTS: NONE**

11. **DATE OF NEXT MEETING:** Budget Meeting (in-Camera)
Thursday, December 7, 2017
St. Mark Club
1:00 p.m.

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

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