

**Minutes of ABVM Administration Committee
September 13, 2011 – 7:00 p.m.**

Next Regular Meeting Thursday, October 20 7:00 p.m.

Present: Father Maksym, Doak Stolz, Karen Rolfe, Pete Batcke, Liz Minbiole

Excused: John Waskevich, Mike Martinski, Bob VanSickle, Julene Dobrzelewski

Meeting was called to order by the chair, Doak Stolz, with Father Kevin leading the group in prayer.

The meeting minutes from May 10, 2011 were reviewed and approved.

1. Reports

The Financial Statements for May thru August were reviewed and approved. For the fiscal year ending in July, the statements show a short fall of \$3,700. Planned transfer of funds from the Building Maintenance fund and Assistance fund are not reflected in the results. Sunday collection for the fiscal year was 9% ahead of budget.

2. 2011-2012 Final Budget

For the current fiscal year the parish is approximately breakeven. Raises were given to the parish staff and budgeted accordingly. We also budgeted for and purchased 3 new computers. Fund raising income is budgeted to be down this year due to no concert being scheduled. Donation and assistance and fund raising distributions continue to equal approximately 10% of the Sunday collection.

3. Parish Hall Center Rental Agreement

The Parish Center Rental Agreement changes were reviewed and a few more changes were made. Pete Batcke will ask K of C attorney to review the agreement.

4. Maintenance

Pete Batcke went over items that Dave Lijewski thought needed to be addressed soon. These issues included drips from gutters and flashing and some parking lot issues. We still plan to do a walk through using the maintenance schedule Mike Martinski put together a couple of years ago.

5. Pastor's Consultation Item

We will stop using missalettes and start using expanded worship aids beginning the first week of Advent. This will give us a more extensive music selection and help us learn the new translation of the Roman Missal.

Future Agenda Items

Finalize Parish Center Rental Agreement

Submitted by Karen Rolfe
September 13, 2011