

**St. Hildegard Catholic Church**  
**Parish Council Minutes – August 2, 2016**  
**7 PM**

**Attendance:** Fr. Frank, Myron Rogstad (Chair), Jason Coombs, Gary/Coreen Richter (Vice-Chair), Josey Milbradt and Pat Anderson, Business Manager

**Fr. Frank led the opening prayer.**

Myron Rogstad called the meeting to order.

**Review and approval of meeting minutes of June 7, 2016**

Josey moved to approve the June 7, 2016 minutes; Gary seconded the motion; the motion passed.

**Additions to Agenda (none)**

**Committee Reports**

**Financial:**

*Financial Statements*

- Pat distributed the year end parish statement of financial position as of June 30, 2016 and the July 1, 2015 – June 30, 2016 statement of activities. The parish did well financially in the 2016 fiscal year and we are in a good financial position to do the kitchen remodeling project.
- The July 2016 financial statement and statement of activities for the parish was distributed. Over the next few months our cash flow needs will be high (\$16,000 for caulking and painting; remaining kitchen bills \$36,000; statutes \$10,000). Demand funds of \$10,000 from the Altar Society and \$7,000 from St. Gerards have been requested from the Diocese. Pat reported that once our bills have been paid we will have about 2 – 2 ½ months of operating money. It is anticipated that this will be adequate as many of the onetime annual bills for the fiscal year were paid in July (i.e. LOCCSE tuition; insurances, software, website).

**Maintenance/Capital:**

*Church Window*

- The southeast window of the church has a crack in it and Tom from Haider Glass came out to look at the damage. The stained glass window will need to be removed from the inside to access the outside window. Myron will follow up and get this taken care of.

### *Caulking Bids*

- Dakota Caulking has been out to fill up the cracks in the church structure. The council should look at the exterior to make sure things are satisfactory before Eckert Painting is contacted to start.

### *Painting*

- Eckert Painting is available when we are ready for them to start painting.
- The east gutter along the office wall will need to be removed.

### *Remodeling of the Kitchen*

- Good progress is being made on the kitchens. A decision needs to be made on the sinks and Coreen Richter suggested that input be sought from the ladies. A three whole sink is needed in the East kitchen and the West kitchen has to have sinks large enough to wash the roaster pans. Options were looked at and Gary will take charge of this project. It was determined that if it costs a little more to get different sinks than what was quoted in the bid, that we need to do this to facilitate functionality. Gary will check on the plumbing connections and faucet options.
- The color of paint in the kitchens needs to be selected. Input will be sought from the ladies. Myron will take charge of this.
- Myron will talk to Northern Plains about putting a shut off valve for gas inside the kitchen.
- Some finish work on the electrical still remains.

### *Statutes*

- Planning will be done for the installation of the statues following the fall dinner. Jim Heisler has contacted Hurleys about the bases needed.
- Myron will follow up on the electrician needs.

### *Electrical (Rectory)*

- No updates to report.

## **Liturgy, Ministries, and Evangelization**

### *Usher Training*

- Training for our ushers will be planned for this fall (AED use, observing for any unusual activity or persons, proper handling of the collection). Myron will ask Casey to come out and ask Mike Rogstad to be involved. It was suggested that Ron Aberle perhaps could help train ushers.

### *Stewardship Committee Meeting*

- A stewardship committee needs to be formed and a chair is needed. Father will ask Val and Nathan if there is someone they would like to work with.

## **Education, Vocation and Youth**

- CCD begins October 5. Denise is looking for a teacher for 7<sup>th</sup> & 8<sup>th</sup> grade. Kimberly Heilman will not be teaching this year.

**New Business**

- The fall dinner meeting is scheduled for Tuesday, August 9 at 7 p.m. in the church office.
- Fr. Frank will be contracted with the University of Mary again and his schedule will begin the last week in August and go until May.

The next meeting will be Thursday, October 13 at 7 p.m. in the parish rectory. The meeting was ended with the closing stewardship prayer and adjourned at 9:15 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Pat Anderson".

Pat Anderson  
Business Manager