

St. Basil's Church  
Finance Council Meeting  
January 24, 2017

Those present:

Father Ross Finlan

John Charbonneau

Peter Charbonneau

Judy Young

Doreen Cripps

Jim Shields

Qing Yang

Rod Noakes

The meeting started at 7:05 p.m.

1. The minutes of the last meeting held on October 25, 2016 were unanimously approved.
2. Property Report
  - a. Sacristy Roof - Another water leak occurred under Sacristy roof. The drainage of the Church roof onto the Sacristy roof results in an ice build-up under the flashing of the Sacristy roof during periods of thawing and re-freezing. The fix is expected to be nominal in cost but will need to be done in the spring. The repair to the wall behind the altar will be deferred until the roof repair is completed.
  - b. Exempt Project Status – Electrical Project  
A letter received from the College of Consultants of the Archdiocese on December 22, 2016 stated that newly released guidelines require that projects in excess of \$100,000 are required to be designed and supervised by a licenced professional engineer. The work on the electrical project has yet to commence. As a result the tax exemption for the electrical project has not yet been granted. It was decided to amend the application and re-submit the application as 4 distinct electrical projects, the largest of which would be well below the \$100,000 threshold. It was discussed that the exemptions received to date cover the restoration work completed to date.
  - c. Narthex Doors  
Parts from the original manufacturer as well as weather stripping, costing about \$1,500 will fix the issues with the doors. The parts are ordered and will be installed when they are delivered.
  - d. Bell Tower  
A revised plan to fix the Bell Tower includes the purchase of PVC boards (already sourced and costed), demounting of existing slats, grinding and

painting of existing surface and installation. The total cost is estimated to be approximately \$50,000. Qing and Jim will prepare schematics and drawings to be displayed in the Narthex for Parishioners to view.

e. Roof Membranes

The six membranes will be installed when the weather breaks. The repairs had been contracted approximately \$40,000 and remains unchanged.

f. Status of Other Work Underway

The plastering and painting of the Church hall has been completed.

g. Other Matters

Father Ross requested that the office be cleaned regularly. A quote to clean the office every Friday is being obtained.

A phone technician has been requested to properly organize the extensions in the rectory for Fr. Ross's office and living quarters.

3. Fundraising Campaign

Sunday April 2<sup>nd</sup> has been selected as the date for the benefit concert featuring the National Capital Concert Band. They will feature Tzeitel Abrego a vocalist who has volunteered to perform with the Band. The fund raising committee hopes to have another concert late in the year featuring Tzeitel Abrego, the featured vocalist at this concert. The announcement for the concert should be in the bulletin in the next two weeks.

Another \$50,000 is required to fund the new projects and cost overruns on the electrical project. A letter campaign targeted at significant donors, and a general appeal targeted to all parishioners is contemplated to begin after the Concert.

Update #5 for the Restoration Campaign will be prepared in the next 2 weeks.

4. PAD

New PAD form will be included with the Bulletin of January 28/29. Peter will draft an announcement to be read at the masses on January 28/29. It will be repeated at the Masses of February 4/5 and Peter will remain after 9:00 a.m. mass to answer questions. Judy will remain after 11:00 a.m. mass and Jim is to remain after 5p.m. mass on the 4<sup>th</sup>.

5. December Results

Discussion of December results in attachment Dec31-2016 St Basil.docx

6. 2017 Budget.

Budget figures on revised document discussed "Copy of Budget 2017 Proposed-PDC.xlsx". Peter requested that Judy prepare a brief presentation of the liturgical expenses for the members of the Council for next meeting. Several amendments to the proposed budget as distributed by Doreen were

discussed and agreed upon. Doreen will process those amendments and seek approval by e-mail from each of the members.

7. Website Review

Mandate of Finance Committee is now on website. The Finance Council meeting dates, the master agenda and minutes of the meetings (once approved) will now be posted on the website.

8. Refugee Committee Update

Nothing will be happening with the new family to be sponsored until the summer of 2017.

Steps are underway to recover the first and last months' rent from the initial landlord of the Al Debi family.

9. Appreciative Inquiry

A Project Meeting will be held on Saturday from 10:00 a.m. to 3 p.m. All are encouraged to attend.

10. Meeting Schedule-for information only

- a. February 27, 2017-7 p.m. **(please note change of date to Monday)**
- b. April 25, 2017-7 p.m.
- c. June 21, 2017-7 p.m. Joint with Parish Council

11. Any Other Business

Availability of the parish list would aid fundraising efforts. Father Ross indicated this was a common practise at St. Isidore. Peter and Doreen to follow up on using the list to approach specific parishioners to donate to the capital program.

Father Ross will be away for the month of March. He will be replaced for this time by former pastor Father Corbin Eddy.

12. In Camera Meeting

Meeting ended at 9:05 p.m.