

**St. Margaret Mary Parish
Administrative Committee
January 27, 2004**

Attendees: Mark Sommer, John Balbach, Fabian Lipp, Don Schuler, John Sherman, Joan Barnell, Mark Crush, Sue Gregorowicz, Kelly Collard, and Michelle Dorman.

The meeting was called to order at 6:40 P.M. and opened with a gospel reading and discussion. Minutes of the November meeting (no December meeting held) were approved.

Old Business:

Pam Terwilliger has accepted the position as chair of the Compliance, Audit and Procedures Committee.

New Business:

Finance Committee – John Balbach

- The financials through November were reviewed. December was a record collection month. Collections are slightly below budget, but expenses are also below budget.
- Expenses to the Archdiocese will increase by about \$150K annually.
- School expenses are also expected to increase.

Stewardship – Joan Barnell and Kathy Hite

- Approximately 1150 stewardship cards have been returned. This is about 60% of the total population of the Parish. About 30 school families have not turned in their cards.

Athletics – Mark Crush

- The Fish Frys for this year will be 2/20, 2/27, 3/5, 3/12, and 3/19. Kelly will check into the policy for providing outside security.
- A standard SMM Logo is being designed and will be presented to the Parish Council for approval, in agreement with all other groups.
- The PA in the gym has been locked to prevent vandalism.
- The Boy Scouts will be developing a plan for chaining-off the athletic field.

Grounds and Facilities Committee – Fabian Lipp

- A proposal to improve the lighting on the west side of the church for \$5K and on the north side for \$4K was presented. It was decided to submit these as budget items for next fiscal year, in order to promote proper budgeting of projects.

PTO – Sue Gregorowicz

- There are 11 candidates for the Ann Kalmey Scholarship.

Website – Tim Beard

- No Report

Picnic – John Sherman

- The Annual Picnic has been designated as a necessity, not a social event, and is included as a budget item. Different staffing policies arise as a result.

School Board – Doug Voet

- No Report.

Compliance, Audit and Procedures – Pam Terwilliger

- No Report

Parish Council – Bob Coyle, David Todd, and Don Schuler

- No Report

Technology – Jeff Vonderheide

- No Report

The next Administrative Committee meeting will be February 17 @ 6:30 PM.

The meeting was adjourned at 8:00 PM.

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