

**St. Gregory Parish**  
**Finance Meeting**  
**Tuesday, February 20, 2024**  
**Approved**

**Present:** Rev. Bill Brunner, Tom Kopanski, Jan Reindl, Steve Lenzner, Tom Hoban, Rita Steffen, Liz Kenneke, Allen Dietrich, Ken Riesterer

St Gregory Finance Council meeting called to order by Jan Reindl at 5:55 pm. Father Bill led us in opening prayer.

**Review and Approval of December Minutes.**

December minutes reviewed. Motion by Steve Lenzner and seconded by Tom Hoban to approve minutes. Motion carried.

**Review of December Financial reports.**

Reviewed December financial report. Motion by Tom Hoban and seconded by Steve Lenzner to approve financial reports. Motion carried.

**Maintenance Report (Allen Dietrich)**

**Completed Projects:**

- **Cafeteria Thermostat Repair** Several loose wires on the thermostat sub-base were discovered and repaired. The 3-hour 'occupied' override is now functioning as it should.
- **Church Interior Step Railings** Work on railings for the steps leading to the Sacristy and Servers room was completed on 2/9/24. An additional support requirement for the first step was identified but requires further discussion and administrator input.

**Active projects:**

- **Boiler Project** *On Jan 18*, Mannenbach Mechanical removed boilers #2 and #3 and brought in the two new Riello boilers, expansion tank, and associated equipment. The burner of old #1 was temporarily removed to gain the space needed for the move. New boiler #1 was placed in the NW corner of the elevated pad. The burner of old #1 was reconnected and the boiler restarted. The second boiler was temporarily positioned in the east part of the room. \* *On Jan 22*, the core drilling for the new inlet and exhaust piping on the north wall was completed as welding work continued inside the boiler room. \* *On Jan 24*, Mannenbach removed the remaining two old boilers and then focused on connection of new boiler #1. Additionally, two new pumps for the church loop, outside air inlet, gas lines, and boiler exhaust were connected. Late in the afternoon, new boiler #1 was operating and supplying heat to both buildings. The boiler load was observed to be less than ½ load on each of its three modules, in part, due to the mild outdoor conditions. \* Welding work was completed *on the 29*, with the second boiler now installed. Schnell Electric began their work which included adding new lights to the boiler space. Reindl Plumbing completed installation of the new backflow preventer and tied it into the boiler loop. \* *Jan 31*, Schnell Electric completed wiring and Mannenbach continued work on the dampers and controls. \* *On Feb 1*, Luisier Plumbing came to set up and test/certify the new backflow preventer valve. Boiler #2 was first started on *Feb*

2 and operated for set-up and testing. \* Training for boiler operation also occurred *on Feb 2*, with a representative from McCotter, our Riello Boiler distributor. \* Piping insulation was completed by Thermo Tech *on Feb 8 and 9*. \* Finally, a most generous and talented parishioner painted the floor surrounding the new boilers, then designed, built, and installed new stairs with handrails leading to the storage area left of the new boilers.

- **Boiler Water Treatment** On 2/6/24, Chardon labs tested the boiler hot water loop and added treatment chemicals as needed. This testing will be on an ongoing schedule yet to be determined.
- **Leaking East Windows** The two heavy rains in late summer did not produce any noticeable leaks. We continue to observe and will check the status following rain in colder weather to observe if the leaking has ended. At some point caulk will be applied to every crack and crevice and the trim will be re-installed.
- **Church South Entryway** The scope of this job is changing. Additional spray foam will be required to eliminate the outside air infiltration issue, and drywall will likely be used to replace the dated 1959 paneling. New quotes are being sought.
- **Reactivation of Convectector Heater Located in Stage Area** A replacement control valve will be installed in the heater, and the heater will function again in that area.
- **Church AC Project** On hold pending financing.

#### Topics of Discussion

- Motion was made by Steve Lenzner and seconded by Tom Hoban to appropriate an additional \$2,000 (to come out of Green Sunday) to complete the additional work needed for the Church south entry way. This includes drywall, mudding and painting. Motion carried.
- Current Cemetery CD is Maturing on 2/26/24. Motion was made by Ken Riesterer that we renew the CD for 9 months @5% interest with Cleveland State Bank. Tom Kopanski seconded and motion was carried.
- Discussion on moving two other perpetual care bank accounts (110.601& 110.603) into higher paying CD's at Bank First. Rita will confirm the account minimums required to maintain the two accounts and the remainder will go into a 7-month 5.02% CD at Bank First. This will be confirmed by Finance Council via email once Rita is able to send the info. We may close one of the two accounts as two may not be necessary.
- First review of the 2024 budget was shared. No personnel costs were discussed as we are awaiting details from the Diocese. A separate sub team meeting to discuss merit increases will be held before the next finance meeting. Jan Reindl is coordinating.

#### Other Business

- Next meeting date & time: Tuesday March 19, 2024, at 6:00 pm at St. Gregory Parish Center.
- Motion to adjourn made by Ken Riesterer and seconded by Steve Lenzner. Motion carried.
- Meeting was adjourned at 7:00 pm.

Respectfully submitted,

Tom Kopanski

Vice-Chairperson/Finance Council Secretary