

St. Mary's Parish Family Finance Council

Minutes

November 19, 2015

Present: Margaret Elkin, Kirk Greff, Brian VerDouw, Marie Horning, Dick Heidt, Paul Morth,
Msgr. Gene, Steve Braus
Absent: Bob Schmidt, Keith Horner

- A. Call to Order
 - A. Brian led the opening prayer.
 - B. September 24, 2015 and October 22, 2015 minutes were approved.
 - C. 4 Additional Agenda Items were added.

- B. Information Items
 - A. October financials were reviewed. We had a much better month as is normally the case in October.
 - 1. In October 6 additional budget line items were adjusted to month-to-month amounts so that now, 40 of the total 144 income/expense line items are broken down this way. The remainder are nearly equivalent each month or unpredictable.
 - 2. We're behind budget for total income, but \$12,000 ahead for the total budget through October. Light of Christ is about even with budget.
 - 3. Our annual BACEF distribution was \$13,000 below what was expected because of a change in the distribution process by the BACEF Board. We will be short this amount in receiving funds to pay this year's Light of Christ investment. The BACEF Board will discuss more consistent reporting regarding Catholic Education costs.
 - 4. The net amount 'borrowed' from Dedicated Accounts dropped from \$312,504 to \$292,331 in October.
 - 5. The 2 'stale' checks have been cleared.
 - B. Dick reviewed the past 20 year's budget deficits/surpluses (16 deficits), making the point that we need to improve our budget accuracy. Brian called for the formation of a Budget Subcommittee to do preparation work on the 2016-17 budget for the Council. Brian and Steve will meet to organize the process on December 10th and publicize an early January planning meeting to which all Council members will be invited to begin the process.
 - C. Brian reviewed the past 20 year's remarkable Adult Contributions budget accuracy. In that period we've been a total -\$2,777 off budget (0.028%). The annual range is -11.35% in 2013-14 (led to our Fall 2014 Treasure Renewal efforts) to +7.70% in 2006-7 when we became a Stewardship Parish and +7.01% last year after our Treasure Renewal. Our past budget deficits have not come as a result of Adult Envelope contributions.
 - D. We received word that St. Mary's will receive a \$100,000 estate-related contribution

before January 1, 2016 from a long-time parishioner. Since it is unrestricted the Council suggested accounting for it on our Income statement. If the Council decides to restrict it before the end of the fiscal year this can be done.

- E. Council members were invited to attend the 5:30 p.m. November 24th Pastoral Council Meeting to hear the presentation from Light of Christ staff regarding its capital campaign and how St. Mary's Parish needs might be addressed as part of that effort.
- F. Steve and Cressy are preparing for the January 2016 annual diocesan financial review.
- G. The 2014-15 Casey Trust audit was conducted by the diocese on November 11, 2015. A report will follow.
- H. A \$65,000 + cost estimate to install a sprinkler system in the church attic was received from Nova Fire Protection who did the work for us in the 2003 construction. It was not sprinkled in 2003 because of cost and low city water pressure in this part of town. This might become a component of a parish capital campaign. Before any commitments are made a more competitive bidding process would be needed.

C. Discussion Items

- A. A modified monthly bulletin financial report that compares actual monthly weekend collections to budget for each of the past 3 months was decided upon after suggestions from the Pastoral Council.
- B. Kirk reported on the Accounting Subcommittee discussions with the diocese since the last meeting. There was lengthy discussion.
 - 1. Steve and Cressy are asked to evaluate our current Dedicated Accounts individually to:
 - a. Evaluate how much of the funds in each is restricted and unrestricted.
 - b. Look back to determine if some of these funds could have been spent for past or current fiscal year expenses.
 - c. Propose appropriate Dedicated Account changes that could be made; thus reducing the Dedicated Account balance.
 - 2. Accounting for the Scrip Program remains a point of discussion.
- C. Standards of Excellence discussion was tabled. In order to move the process forward Brian may contact members asking them to complete sections II and III of the Self-Assessment, submitting their evaluation to one of us who can collate responses so that the Council can focus its discussion on specific question areas.
- D. In light of the generous estate-related gift St. Mary's will receive (II-D), Brian suggested the Council re-visit how we might cultivate future estate gifts; perhaps with another Estate Planning Seminar but also with on-going recognition for estate gifts we receive. Discussion at the January meeting.

D. Action Items

- A. The proposed 2014-15 Financial Statement was approved for publication in the annual Stewardship Report in January 2016.

