



SKT Finance Council Meeting Minutes

SMM Sacristy Meeting Room

Date: Monday **June 27th, 2016**

Attendance:

Members:	Present	Absent	Staff:	Present	Absent
John Aloisio	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fr. Paul English	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Richard Barone	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Jerry Loomis	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Paul Crane	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Carol Wilke	<input checked="" type="checkbox"/>	<input type="checkbox"/>
John Gantert	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pastoral Council:		
Lori Klafehn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mike Messenger	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ellen Muratore	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Norb Rappl	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Buildings & Grounds:		
John Schoen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Jason Messenger	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dave Shaheen	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
Andrew Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

The meeting was opened with recitation of the SKT Vision Statement.

Meeting Minutes Review (see handout) – John Aloisio

- 1) Approved by consensus with the following updates: 7f / 9a.

Investment Sub-Committee Review (see handout) – Lori Klafehn

- 2) The Stable Patrimony account was invested in Communis in early June.

Churches Financial Review (see handouts) – Carol Wilke

- 3) Balance Sheet (May 2016):
 - a) \$12K of the balance in #1011 (Raffle Checking Account) are funds collected for the current raffle.
- 4) Revenue & Expenditures (May 2016):
 - a) Collections were \$109K below Budget YTD.
 - b) The expense for the Pentecost Celebration is included in Ministries and Programs.
 - c) The \$19K write off for rent owed by Creative Beginnings is included in Other Operating Expenses.
 - d) Net Operating Revenue was negative for the month of May, but remained positive YTD.
 - e) Salaries and Benefits, including Parish and School, are on budget YTD. The Parish is over budget by \$21K and the School is under budget by \$19K.

School Financial Review (see handouts)

- 5) Balance Sheet (May 2016):
 - a) The Diocese approved, in writing, the transfer of funds from the school fundraising checking account to the school operating account. The funds will be used as intended - to pay for operating expenses.
- 6) Revenue & Expenditures (May 2016):



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- a) Net Operating Revenue was negative for May, but positive YTD.

Standing Committee Reports

- 7) Pastor's Report – Fr Paul English
 - a) Father was not available for the meeting, as he was traveling.
- 8) Pastoral Council Report – Mike Messenger
 - a) Mike was not available for the meeting, as he was traveling.
- 9) Audit Sub-Committee – John Schoen
 - a) John surveyed past committee members for their interest in working on a review of the May audit. The sub-committee will convene when the audit reports become available.
- 10) Budget Sub-Committee (see handouts) – Carol Wilke
 - a) Members of the sub-committee thoroughly reviewed 11 months of actual figures, which they used to discuss preliminary budgets.
 - b) The Council reviewed the prefatory projections.
- 11) Fundraising Committee – John Aloisio
 - a) This committee has disbanded, as most fundraising endeavors have individual committees.
 - b) The drawing for the current raffle will be at 9PM on July 4, 2016.
- 12) Real Estate Sub-Committee – Carol Wilke
 - a) Dimitri, the real estate agent, is showing STA school this week.
 - b) The Diocese approved a withdrawal from Stable Patrimony to fund the HVAC project at CTK. The account is to be replenished with the proceeds from the sale of St Salome. The HVAC project will get under way in July in order to be completed before the beginning of the school year.

Old Business

- 13) Commitment to Giving Campaign – Carol Wilke
 - a) 35% of the cards were returned with pledges totaling \$815K.

New Business

- 14) Attendance (see handouts) – Richard Barone
 - a) Norb Rappl was recognized for initiating reports over the last year that called attention to current trends in attendance and collections for the Parish.
 - b) Following a lively discussion of the topic, it was agreed that this item be included on the agenda for the July meeting.
 - c) The Council raised concern that marketing funds be included in the 2016/2017 budget.
- 15) Level II Capital Project at St Cecilia (see handouts) – Andrew Williams
 - a) Andrew placed this topic on the agenda in order to take the temperature of the Council regarding the project.
 - b) Andrew will compose a memo to Fr Paul summarizing input offered at the meeting. He will circulate the memo to council members for approval before forwarding.

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The meeting closed with recitation of the SKT Mission Statement.

Next Meeting

Monday – July 25th, 2016 – 7 pm St Margaret Mary Sacristy

Finance Council Meeting Schedule:

July 25, 2016

August 22, 2016

September 26, 2016

October 24, 2016

November 14 or 21, 2016

December 19, 2016

January 23, 2017

February 27, 2017

March 27, 2017

April 24, 2017

May 22, 2017

June 26, 2017