



SKT Finance Council Meeting Minutes

SMM Sacristy Meeting Room

Date: Monday July 27th, 2015

Attendance:

Members:	Present	Absent	Staff:	Present	Absent
John Aloisio	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fr. Paul English	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Richard Barone	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Jerry Loomis	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Paul Crane	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Carol Wilke	<input checked="" type="checkbox"/>	<input type="checkbox"/>
John Gantert	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pillar Representative:		
Ellen Muratore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dave Shaheen	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Norb Rappl	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pastoral Council:		
John Schoen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Bill Doran	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Andrew Williams	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Mike Messenger	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Paul Zoltoski	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

Guests:

Name	Name
Ken Rausch	

Open Forum

1) There were no comments from our guest.

Meeting Minutes Review (see handouts)

2) June meeting minutes were approved with 2 corrections (4-a-i) (5-b-i).

Investment Sub-Committee Review

3) There were no reports presented for the meeting.

Parish Financial Review (preliminary EOY reports were reviewed)

4) Churches (June):

a) Balance Sheet

- i) \$15k was moved from SKT Travel Group to the operating account.
- ii) Short Term Inv balance includes the Scholfield sale.
- iii) Bingo Operating Account: NYS gambling regulations prohibit transferring these funds to the parish operating account. However, parish expenses may be paid directly from this account.

b) Revenue & Expenditures

- i) The CMA shortfall amounted to \$38,428.
- ii) Collection weeks are now counted by the number of Monday's per month.

5) School (June):

a) Balance Sheet

- i) Deferred Rev Registr K6 includes funds for the upcoming school year.

b) Revenue & Expenditures

- i) SK School is fully staffed for September.
- ii) Registration for K-5 to date = 135. Registration for Pre-K = 63.

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Parish Financial Review (continued)

- 6) 2015-2016 Budget
 - a) Preliminary budgets for the parish and school were reviewed.
 - b) Rental Income is a big opportunity to increase cash flow.
 - c) A consideration was raised regarding Borrowing vs Spending for the large capital improvements that are needed.
 - d) The Fundraising Revenue and Expense items were discussed and an adjustment agreed on.
 - e) John Gantert made a motion to accept the Budget as submitted and including the adjustments to the Fundraising items. The Council voted to recommend the budget for Fr. Paul's approval.
- 7) Follow Up Audit
 - a) On June 30th and July 2nd, 2015 – internal and external auditors arrived to perform follow up evaluations on the 2013 Audit.
 - b) 51 recommendations for SKT Parish resulted from the 2013 Audit. 26 issues have been resolved and many more are close to being resolved.
 - c) 9 recommendations for SK School resulted from the 2013 Audit. 7 issues have been resolved.
 - d) John A and Andrew regularly review bank statements as a check.
 - e) The 2015 Follow Up Audit produced no new findings.
 - f) The Audit Sub-Committee will remain in a dormant state until further needs are identified.

Standing Committee Reports

- 8) Pastor's Report – Fr Paul English
 - a) Master plans were submitted. Fr Paul is still reviewing.
- 9) Pastoral Council Report – Mike Messenger (see handout)
 - a) Mike distributed a report detailing the Pastoral Council members and listing the dates for future meetings.
 - b) Council meetings have moved to the last Tuesday of every month.
 - c) Ministry goals and objectives will be the focus of their August meeting.
- 10) Real Estate Sub-Committee
 - a) Finance Council owes Fr Paul a letter for SS Relegation.
 - b) Expense Guideline discussion deferred until August meeting.

New Business

- 11) June Attendance and Collection Trends (see handouts)
 - a) Norb and John A. compiled charts and graphs to track attendance and collections for the month of June over the last 5 years. (2011-2015)
 - b) Attendance has declined 27%. However, Collections received have increased 3%.
 - c) Fr Paul commented that we need to work on growing the number of households who would benefit from belonging to SKT parish.
 - d) It was noted that attendance falls off in the spring after Faith Formation activities have concluded.

Closing Prayer

- 12) Meeting was closed with a prayer

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Next Meeting

Monday, August 24th, 2015 – 7 pm St Margaret Mary Sacristy

Finance Council Meeting Schedule:

08/24/2015	01/25/2016
09/28/2015	02/22/2016
10/26/2015	03/28/2016
11/16/2015	04/25/2016
12/14/2015	05/23/2016
	06/27/2016