



SKT Finance Council Meeting Minutes SMM Sacristy Meeting Room Date: Monday **March 28th, 2016**

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"/>	Pastoral Council:		
Lori Klafehn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Mike Messenger	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ellen Muratore	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dan Schum	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Norb Rappl	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Buildings & Grounds:		
John Schoen	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Jason Messenger	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dave Shaheen	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Andrew Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>			

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

Open Forum

1) No guests were in attendance.

Meeting Minutes Review (see handout) - John Aloisio

2) Approved with 6 changes and updates: 5-b-iii / 5-b-iv / 6-a-i / 6-b-i / 6-b-ii / 9-a / 9-b.

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

- 3) The return on the Stable Patrimony investment improved to 2.89% for the current quarter.
- 4) Lori will investigate why the Education investments did not rebound as well as Capital Account.
- 5) John A. requested historical quarterly balances for the report at the April meeting.
- 6) A letter was received from the Diocese directing new strategies for managing investments. Carol will bring more information to the April Council Meeting.
 - a) Many members remarked about the excellent service provided by Alesco.
 - b) Carol and Lori may check to see how other parishes implemented the changes.

Churches Financial Review (see handouts) – Carol Wilke and Jerry Loomis

- 7) Balance Sheet (February 2016):
 - a) John A. stated that it was okay to move \$3,000 from the SCRIP account. The goal is for the balance in this account to be zero by May or June.
 - b) Education Fund balance reflects the deposit of \$45K.
- 8) Revenue & Expenditures (February 2016):
 - a) Collections are \$93K below YTD budget.
 - b) YTD Gifts and Donations are \$18K above budget.
 - c) Rental Income YTD is close to budget.
 - d) Salaries and Benefits are close to budget. Fr. Paul and Carol have begun the budget process for this expense for both the Parish and School.
 - e) Building Maintenance is below budget because cleaning services were shifted to Purchases of Services. Also, snow removal expenses were lower this winter and heating efficiencies are realized with the new boiler at CTK.
 - f) Net Operating Revenue YTD is favorable.



School Financial Review (see handouts) – Carol Wilke and Jerry Loomis

9) Balance Sheet (February 2016):

- a) Received a good number of early registrations for 2016/2017 school year. A \$500 reduction was granted to any Pre-K student registering for Kindergarten and to Kindergarten students registering for First Grade.

10) Revenue & Expenditures (February 2016):

- a) Andrew inquired if there are any upcoming fundraisers.
- b) An increase for Rental Property Expense is not anticipated for next school year.

Standing Committee Reports

11) Pastor's Report – Father Paul English

- a) Holy Week planning worked well.
- b) Approximately 180 parishioners received the Sacrament of Reconciliation during the Day of Penance and Mercy on March 9th.
- c) The Lenten adult education series by Dr. Joe Kelly was well received.
- d) Bike pilgrimage planning is progressing.
- e) Sr. Kay underwent serious back surgery. Anne Willkens-Leach is temporarily acting as principal.
- f) An anonymous donor contributed \$20K, to be split between the Parish and School.
- g) SMM sound system needs repair.
- h) SC organ has quirky problems.
- i) Representatives from SKT Parish and the Diocese met with Hispanic families last week.

12) Pastoral Council Report – Mike Messenger

- a) The Council will focus on engaging 19 to 40 year old parishioners.

13) Planned Giving Sub-Committee (see handouts) – Dave Shaheen

- a) Dave distributed a “Planned Giving” brochure. The Diocese printed 3000 copies for the Parish.
- b) Dave distributed a document that recaps the information gathered from the Legacy Planning Survey. There were 160 responses to the survey.
- c) Carol, Donna Walker, Dave and Fr Paul will meet to decide the best ways to address concerns noted on the surveys.

Old Business

14) Commitment To Giving Campaign – Carol Wilke

- a) The communication to parishioners was mailed the first weekend in March.
- b) A reminder to return responses will be printed in the Bulletin.
- c) Carol keeps the individual pledge amounts confidential.

15) Expenditure Priority Policy (see handouts) – Richard Barone

- a) The latest editions of the “Purchasing Categories” and “Repair & Improvement Plan of Priorities” documents were reviewed.
- b) The Council reached consensus to recommend implementation of these guidelines to Fr English.

New Business

16) Easter Services Attendance

- a) Participation was 3164 attendees for Saturday and Sunday. This is 300 fewer people than 2015.

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The meeting closed with a prayer and recitation of the SKT Mission Statement.

Next Meeting

Monday - April 25th, 2016 - 7 pm St Margaret Mary Sacristy

Finance Council Meeting Schedule:

04/25/2016

05/23/2016

06/27/2016