



## SKT Finance Council Meeting Minutes SMM Sacristy Meeting Room Date: Monday **May 22<sup>nd</sup>, 2017** at 7PM

### Attendance:

Members:	Present	Absent	Staff:	Present	Absent
Richard Barone	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fr. Paul English	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Paul Crane	<input checked="" type="checkbox"/>	<input type="checkbox"/>	John Aloisio	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Gantert	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Tim Reetz	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kathy Kane	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Annette Syracuse	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Lori Klafehn	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Carol Wilke	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ellen Muratore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Pastoral Council:</b>		
John Schoen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	TJ Verzillo	<input checked="" type="checkbox"/>	<input type="checkbox"/>
			<b>Buildings &amp; Grounds:</b>		
			Jason Messenger	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Guest's Name:</b>			<b>Guest's Name:</b>		
Sr. Kay Lurz					

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

### Meeting Minutes Review (see handouts)

- 1) The April 2017 meeting minutes were approved by consensus.

### Investment Sub-Committee Review

- 2) Communis Fund realized \$12K in gains for April 2017. The Education Fund returned \$3K.

### Parish and School Financial Review (see handouts for complete information) – Carol Wilke

- 3) Balance Sheet (April 2017):
  - a) Due to CMA (#2513) balance is \$0.
  - b) Checks written against the Raffle Checking Account (#1011) were used for operating expenses.
- 4) Revenue & Expenditures (April 2017):
  - a) Collections were over budget by \$9.4K in April. YTD Collections are \$22K below budget. Easter Collection was \$36.5K.
  - b) SKT Gifts and Donations are \$81K below the YTD budget.
  - c) SKS registered students for April was 195.
  - d) Salaries and Benefits for SKT and SKS were \$31.6K under budget YTD.
- 5) Ministry Report (May 17, 2017):
  - a) Net Operating Income for April was \$25K positive. YTD Actual is \$75K negative.
  - b) Bingo equipment was sold for \$3K.
  - c) Extended Care tuition was \$71K YTD in April.
  - d) Rental Income YTD is \$100K from external organizations.

## Standing Committee Reports

### 6) Pastor's Report – Fr Paul English

- a) "One Message" – is an effort to organize our parish activity around seasonal themes. In preparation of each “season”, all those in the Parish who wish to hold activities during that time, gather for prayer and sharing around the scriptures and theme of that time before presenting the activities they hope to plan. Then, collaboratively, planners spread their activities over the whole season, often building on each other's programs to enable the parish to get the most out of the season. Often there are anchor activities, like the Steve Angrisano weekend, September 22, 23. A goal is to incorporate “Rolling Planning”: once a season has ended, planning for that season in the next year is to begin right away, so that we're continually in planning mode for all the seasons.
- b) Participated in a productive meeting with Dave Seeley and others of the town to discuss getting together with neighbors of the St. Thomas school. Since then, David Long organized a neighborhood meeting with the potential buyer/developer of the school building. It was reported that things went well.
- c) Carol Wilke and I discussed a public "wish list" for capital improvements which could be placed on the SKT website or publicized in some way. We agreed that people like to help financially with things that are physical, visible, palpable.
- d) SKT Staff participated in diocesan Encuentro. Excellent opportunity for deepening our understanding of our own spirituality; become more aware of the presence of people of diverse backgrounds and comprehend how we can become more aware of their needs and how best to meet them.
- e) Met with Delaney Marketing to hear about the work they have been doing for marketing St. Kateri School.
- f) Many, many funerals have been celebrated in the Parish over the last weeks. This week we already have 11.
- g) School faculty and Parish staff will retreat on Friday (May 26<sup>th</sup>) at SJFC Visitor's Center. Sr. Mary Lou Mitchell, now chaplain at St. Ann's Community, will be the presenter.
- h) A Pentecost celebration is being planned. The scope will differ from last year but still be very significant.
- i) Preparing for Fr. Morgan Rice's departure to his new assignment in Toronto, St. Basil's parish. The Basilian Fathers have assigned Fr. Michael Buentello, CSB to St Kateri starting around July 1. Kevin Mannara, CSB, a transitional deacon who will be ordained to the priesthood in August, will live in Basilian community with us but work as the director of Campus Ministry at St. John Fisher College. Fr. Warren Schmidt, CSB will also be staying with us during the month of June.
- j) Participated in the Run for the Young at St. Lawrence. (I walked the 1 mile.) Several SKT people participated and our own Tim Reetz came in 2nd in the 10K run.

### 7) Pastoral Council Report – TJ Verzillo

- a) Reviewed Faith Formation's roll out of summer ALPHA.
- b) Ongoing discussions about suggestion boxes.
- c) Will be recruiting volunteers for the Steve Angrisano weekend in September.
- d) The discernment process to seat new Council members is underway.

**Standing Committee Reports (continued)**

- 8) Buildings and Grounds Sub-Committee – Jason Messenger
  - a) SC shed is demolished. Currently working on a design of a new parking layout.
  - b) Doug’s check list:
    - i) Lighting at all sites is dated.
    - ii) More energy efficient windows desired at SKS.
    - iii) SMM boiler is functioning but dated.
    - iv) Roof slates at SMM are under observation.
    - v) Jason will soon do a walk-through of all sites with Doug.
    - vi) Fr Paul inquired about the effort needed to obtain estimates in order to create a Parish wish list.
    - vii) A suggestion was made to break the larger capital projects up into smaller financial pieces for the wish list.
- 9) Real Estate Sub-Committee – Carol Wilke
  - a) There is rain damage at SS, a result of recent storms. Installation of a temporary tarp is being explored and also the determination if a more permanent repair is appropriate.

**Old Business**

- 10) New Finance Council members are needed to fill terms expiring at the end of June.
- 11) A request was made to repeat the SMILE article in the bulletin.
- 12) Commitment to Giving Campaign – Carol Wilke and John Aloisio
  - a) A tear off commitment card will be printed in the bulletin.
- 13) Declining Membership: the number of registered families in 2012 was 5204. The number of registered families in 2017 is 3716.

**New Business**

- 14) St Kateri School Report (see handouts for complete information) – Sr Kay Lurz
  - a) Sr Kay shared her Ministry Report for December through March. She also created a special report of activities and information about the School for April and May.
  - b) Two special events planned for June are an art exhibit at St John Fisher on June 3<sup>rd</sup> and the Rainbow Prayer Service on June 21 at 10:15AM.
  - c) Delaney Marketing contributions:
    - i) Professional photo shoot at the School.
    - ii) Created a folder for new families and a new brochure to distribute at open houses.
    - iii) Conducted focus groups and provided reports of the information collected.
    - iv) Increased presence on social media.
  - d) DOR Schools golf tournament is June 26<sup>th</sup> at Greystone.

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

**Next Meeting**

**Monday – June 26<sup>th</sup>, 2017 – 7 pm at St Margaret Mary Sacristy**

**Finance Council Meeting Schedule:**

**06/26/2017**

