



SKT Finance Council Meeting Minutes

SMM Sacristy Meeting Room

Date: Monday December 14th, 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"/>	Pastoral Council:		
Lori Klafehn	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Mike Messenger	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ellen Muratore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dan Schum	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Norb Rappl	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
John Schoen	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Dave Shaheen	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
Andrew Williams	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
Paul Zoltoski	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
Guest's Name:			Guest's Name:		
Denise Flanigen					

Meeting Minutes Review (see handouts)

- 1) Approved with the following updates:
 - a) 1
 - b) 4-b-i
 - c) 4-b-ii
 - d) 4-b-iv
 - e) 10-b

Investment Sub-Committee Review

- 2) Lori promises a report for the January meeting.
- 3) A recommendation was made for an Alesco representative to visit the Council Meeting in February 2016 and present a summary of the Parish's investments.

Parish Financial Review (see handouts) – Carol & Jerry

4) Churches (December 2015):

- a) Balance Sheet
 - i) General Checking - a \$90K payment was made toward the CTK boiler. A \$30K balance remains.
 - ii) Rent Receivable – Stepping Stones has completed their \$5,000 installments and their balance is paid in full.
 - iii) Accounts Payable – upcoming expenses are SMM light replacements/ paving projects / SC heat exchanger.

12/14/2015 Finance Council Meeting Minutes

Parish Financial Review (continued)

4) Churches (continued)

- b) Revenue & Expenditures
 - i) Collections- \$60K short of budget YTD. Dec. 8th total was \$3,265.
 - ii) Fund Raising – SCRIP activity will reflect in the December reports.
 - iii) Salaries and Benefits - losing a maintenance crew member.
 - iv) Net Revenue is unfavorable. Operating Expenses are under budget.
 - v) Capital Purchases – “Current” includes paving projects. “YTD” includes CTK boiler.

5) School (December 2015):

- a) Balance Sheet
 - i) Checking – balance was higher in October because some people pay tuition in advance.
 - ii) Financial Aid – funds will be used by 6/30/2016.
- b) Revenue & Expenditures
 - i) Tuition – total enrollment is 208 students.
 - ii) Fundraising –includes “Walk-A-Thon”.
 - iii) Salaries and Benefits – YTD is favorable.
 - iv) It was suggested that an article appear in a January bulletin to explain Employer Matching donor programs.
 - v) The Diocesan guideline for school subsidizes is not more than 35% of Parish collections.

Standing Committee Reports

6) Pastor’s Report – Fr English

- a) St Ann’s donated \$7K to the Irondequoit Senior Ministries.
- b) Training continues for the Vision and Mission Statements. That committee is leading the training sessions.
- c) While the co-locating project is on hold, Father continues to engage in productive conversations with staff. In order to promote collaboration, a Mass and staff meeting were held last week.
- d) There have been an incredible number of funerals these last weeks. Father is proud of all of the efforts that go on behind the scenes to make the services happen.
- e) The Parish is highlighting Penance Services during Advent. There was a large turnout for the event held last week.

7) Pastoral Council Report – Mike Messenger

- a) The welcome center designs will be revisited over the next couple of meetings and then they will propose recommendations to Father.

8) Buildings and Grounds Sub-Committee – Fr English and Carol Wilke

- a) The Diocesan Insurance Team presented a report of their inspection on 12/3/15. Father and Carol are fairly pleased with the results. Situations have been eliminated that posed possible exposure.
- b) Council members questioned when regular meetings for this sub-committee would commence. They would prefer that the sub-committee is represented at the Finance Council monthly meeting. A request was made for the posting of the sub-committee membership.

9) Planned Giving Sub-Committee – Fr English

- a) Key financial advisors participated in a retreat to focus on this effort.

12/14/2015 Finance Council Meeting Minutes

Standing Committee Reports (continued)

- 10) Real Estate Sub-Committee – Fr English and Carol
- a) SS relegation is coming together.
 - b) There have been no potential renters interested in SC School.
 - c) The realtor showed STA School to an interested charter school.

Old Business

- 11) Expenditure Proposal – Richard Barone
- a) Richard and Carol shall meet to review the “categories of priorities”. They will report to the Council in January.
 - b) Carol found a helpful checklist for maintenance and safety issues, which will be beneficial for the maintenance staff and the Buildings & Grounds sub-committee.
- 12) CMA Donations - Carol
- a) As of Dec. 8th, 902 donors have pledged \$161,779, representing 73% of goal. The pledges are \$61K short. Our matching donor has contributed \$13K to date.

Closing Prayer

- 13) Meeting was closed with the SKT Mission Statement.

Next Meeting

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

Finance Council Meeting Schedule:

01/25/2016	04/25/2016
02/22/2016	05/23/2016
03/28/2016	06/27/2016