



**SKT Finance Council Meeting Minutes**  
**SMM Sacristy Meeting Room**  
**Date: Monday July 25<sup>th</sup>, 2016 at 7PM**

**Attendance:**

<b>Members:</b>	<b>Present</b>	<b>Absent</b>	<b>Staff:</b>	<b>Present</b>	<b>Absent</b>
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 type="checkbox"/>	<input checked="" type="checkbox"/>	Carol Wilke	<input checked="" type="checkbox"/>	<input type="checkbox"/>
John Gantert	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Pastoral Council:</b>		
Lori Klafehn	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Luisa Baars	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ellen Muratore	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
John Schoen	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Buildings &amp; Grounds:</b>		
	<input type="checkbox"/>	<input type="checkbox"/>	Jason Messenger	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>			

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

**Meeting Minutes Review (see handouts) – John Aloisio**

- 1) Approved by those present. John will query absent council members by email for final consensus of the June minutes.

**Churches Financial Review (see handouts) – Carol Wilke**

- 2) Balance Sheet (June 2016):
  - a) Nine bank accounts were eliminated.
  - b) Accounts 1404 & 1405 (Boy/Cub Scouts) were added.
- 3) Revenue & Expenditures (June 2016):
  - a) Fundraising Expenses were 55% of Fundraising Revenue.
  - b) Gifts & Donations revenue exceeded budget.
  - c) Supply Expense was close to the budgeted amount.
  - d) Building Maintenance expense was under budget.
  - e) Collections were lower than budget for each quarter of the completed fiscal year.
  - f) Total Collections for the fiscal year just completed were lower than the YTD Collection total in June 2015 by \$47,915.
  - g) Net Operating Revenue YTD was positive for end of year.

**School Financial Review (see handouts) – Carol Wilke**

- 4) Revenue & Expenditures (June 2016):
  - a) The Parish subsidy for the fiscal year just completed was \$373,876. \$185K was cash and the remainder was rent and services.



### **Standing Committee Reports**

- 5) Pastor's Report – Fr Paul English
  - a) Father's journey to Colombia in June for a meeting of the Basilian Fathers was a good experience, although a lot of hard work.
  - b) Pastoral themes will be presented to various groups in the Parish, who will help to interface and carry out.
  - c) There were 40 participants for the week long Kidz Camp. Father asked his staff to follow up with volunteers and attendees of the Lutheran Bible Camp for insight into their experience.
  - d) The Baptism Accompaniment Ministry is a group of parishioners who performed a study throughout the Parish. They will meet this week to discuss their findings. They are interested in engaging families following the preparation and Sacrament of Baptism.
  - e) The St Kateri School Advisory Committee is researching a full advertising campaign. Father would like a liaison from the Finance Council on the Committee. The group meets about every 6 weeks.
- 6) Pastoral Council Report – Luisa Baars
  - a) The Council will plan for their retreat at their next meeting.
- 7) Fundraising Committee – John Aloisio
  - a) The Raffle generated \$13K in revenue. \$28k was collected and expenses for the raffle were \$15K.

### **Old Business**

- 8) There were not enough council members in attendance to make a recommendation regarding the proposed 2016/2017 Budget.
- 9) There were not enough council members in attendance to make a recommendation regarding the Declining Membership Proposal.

### **New Business**

- 10) The annual review of Parish credit cards is underway. In accordance with Diocesan policy, each Finance Council member will sign a form that they have reviewed the following:
  - a) Credit card statements / credit card policies / awareness of who holds Parish credit cards / acknowledgement forms signed by card holders.
  - b) All documentation involved in the credit card review will be filed with a hard copy of the Finance Council meeting minutes.
  - c) A notation will appear in the Finance Council minutes when the annual credit card review has been accomplished each year.

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

## **07/25/2016 Finance Council Meeting Minutes**

### Next Meeting

**Monday - August 22, 2016 – 7 pm St Margaret Mary Sacristy**

### **Finance Council Meeting Schedule:**

<b>07/25/2016</b>	<b>01/23/2017</b>
<b>08/22/2016</b>	<b>02/27/2017</b>
<b>09/26/2016</b>	<b>03/27/2017</b>
<b>10/25/2016</b>	<b>04/24/2017</b>
<b>11/14 or 21/2016</b>	<b>05/22/2017</b>
<b>12/19/2016</b>	<b>06/26/2017</b>