



SKT Finance Council Meeting Minutes SMM Sacristy Meeting Room Date: Monday February 26th, 2018 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"/>
John Gantert	<input checked="" type="checkbox"/>	<input type="checkbox"/>	John Aloisio	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Kathy Kane	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Tim Reetz	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Lori Klafehn	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Annette Syracuse	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mike Messenger	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Carol Wilke	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ellen Muratore	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pastoral Council:		
John Schoen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Ray Manuszak	<input checked="" type="checkbox"/>	<input type="checkbox"/>
			Buildings & Grounds:		
			Jason Messenger	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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

Meeting Minutes Review (see handouts) – Lori Klafehn

- 1) The January 2018 meeting minutes were approved by consensus.

Investment Sub-Committee Review – Lori Klafehn

- 2) Communis January gains = \$55K
Education Fund January gains = \$14K.
 - a) Lori will invite Tim Tindall from Alesco to a later meeting to give us an update regarding market trends and the Education Fund.

Parish and School Financial Review (see handouts) – Carol Wilke

- 3) Balance Sheet (January 2018):
 - a) Two large expenses were paid from the Parish General Checking account (#1000)
 - i) The Parish gave a cash subsidy of \$46K to the school. This amount reflects as an increase to the School General Checking account (#1020).
 - ii) The February 1st Parish payroll of \$35K was automatically deducted from the operating account on January 31st. (Similarly, \$34K was deducted from the SKS operating account)
 - b) Included in Parish Accounts Payable (#2000) is \$10.8K for property taxes and fees.
 - c) The increase in Fund Balance is due to the deposit of proceeds from the sale of SS plus interest earned on Stable Patrimony investments.
- 4) Revenue & Expenditures (January 2018):
 - a) Collections were \$26K unfavorable for January and \$132K unfavorable YTD.
 - b) Half of the Supply Expense in the month reflects the purchase of DOR commemorative books. Proceeds from the books will be retained by SKT.
 - c) Fundraising, as well as, Gifts and Donations continue to be unfavorable to the budget.
- 5) Ministry Report (February 22, 2018):
 - a) Net Operating Income for January was negative \$93K (which included 3 pay periods). YTD Net Operating Income was negative \$251K.
 - b) SKS January enrollment was 200.
 - c) As of 2/20/18, 82% of the CMA financial goal has been pledged (\$181,270). 1041 families have participated in the campaign.

Standing Committee Reports

- 6) Pastor's Report – Fr. Paul English
 - a) Fr. Paul spoke at all Masses during the weekend of February 10th and 11th. The emphasis was on being a welcoming community. Now to motivate members to invite others. This will be a frequent message.
 - b) Ash Wednesday began the Lenten season on February 14th.
 - c) Fellowship of St. Alban (Personal Ordinariate of the Chair of St. Peter) congregation has moved to SC. They held their first service on Ash Wednesday. Fr. Evan will preside over Mass for this congregation each Sunday at 11:30AM. Welcome!
 - d) Fr. Paul delivered a presentation on the Triduum on the evening of February 15th.
 - e) Dr. Joe Kelly began a 4-part lecture series focused on the Reformation on February 22nd.
 - f) A “Greet, Meet and Eat” event was held on January 28th for new and old parishioners.
 - g) Carol and team conducted a staff workshop on budgetary issues on February 22nd. The meeting evolved into a brain storming session.
 - h) Compassionate Connection, a post-funeral ministry, is in the beta stage currently.
 - i) The Parish is still committed to attempting to involve 1500 families in CMA responses. The effort is not over. This is a very special opportunity to reach out to people in our community whose situations have changed somehow and to show them that we are concerned. It may bring money, or not. What is most important is the human concern extended to others. God will take care of the rest.
 - j) Sixteen funerals have taken place in the Parish since the last FC meeting.
 - k) Fr. Paul is presenting a retreat for SJFC alumni on March 3rd. Topic is “Being a Eucharistic People”.
 - l) The DOR Day of Penance and Mercy is March 14th.
- 7) Pastoral Council Report – Ray Manuszak
 - a) PC is preparing for the Town Hall on March 3rd.
 - b) Interviews for confirmation candidates will also take place on March 3rd.
 - c) Considering methods for Wish List distribution.
 - d) High school ALPHA began with only a few attendees. Adult ALPHA is very successful.
 - e) April 12th is Confirmation for most SKT candidates.
 - f) First Communion prep began this month.
 - g) Jodi and Colleen conducted a presentation to instruct families on teaching faith formation lessons.
- 8) Planned Giving Sub-Committee – Carol Wilke
 - a) Carol joined “The Planned Giving Council of Upstate NY”. Carol and John Aloisio attended a meeting on February 21st. See Carol's February 22nd Ministry Report page 3 for full details.
 - b) Mike Messenger suggested subtle Bulletin reminders for tax refund contributions.
- 9) Fundraising Committee – Fr. Paul English
 - a) Fr. Paul is reaching out to folks to form a fundraising team. He is connecting with good people who get things done.

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Old Business

10)Credit Card Review – Carol Wilke

- a) The Business Manager updated the list of all credit card users and secured signatures on acknowledgement forms (SKT Parish, School, and Latin Mass Community). The F&A Director brought documents to Finance Council on February 26th, 2018. The Finance Council circulated documents for review. There were no credit card limits in excess of \$4,000. The Finance Council approved documents and a copy is retained in the parish business office.

11)Declining Membership – Richard Barone

- a) When the committee began, it was intended for outreach and advertising. Richard suggested that the effort now be divided into two separate endeavors. His team would still like to oversee outreach communications.

New Business

12)Ray suggested a bake sale on September 9th, 2018 to coordinate with Grandparents' Day.

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

Next Meeting

Monday – March 26th, 2018 – 7 pm St Margaret Mary Sacristy

Town Hall

Saturday – March 3rd, 2018 – 10 AM Newcomb Friendship Center at St. Cecilia

Finance Council Meeting Schedule:

03/26/2018

04/23/2018

05/21/2018

06/25/2018