

Date: February, 2007 Parish Council

Business Office Report Submitted to PARISH COUNCIL

Activities for January, 2007:

Included in this packet is the January, 2007 financial report. The checking accounts, D& L savings accounts with the Archdiocese of Dubuque, and Endowment fund statements are reconciled. The parish income and expenses reflected a net income of \$30,155.75 for the fiscal year. At this time of the year the church income and expenses should be 58.33% of total budget. Income above 58.33% is good. Expenses under 58.33% are good.

- The offertory collection receipts for the month of January were \$8,300 under budgeted receipts. Historically, January receipts tend to lag the monthly average giving due to contributors' holiday expenses and the year end tax planning giving.
- Youth Ministry, Religious Education, Preschool, and Hot Lunch and the School Funds all reflect favorable budget variances primarily due to upfront collections of tuitions, fees, and Hot Lunch tickets. However; we included use of savings in our annual budget to supplement an anticipated operations budget deficit. Unfortunately, we still anticipate the use of savings to supplement a deficit short fall for this fiscal year but will continue to monitor expenses to minimize deficit spending.
- The 07-08 budget process is started. Intent is to have a balanced budget without use of savings or endowment funds.
- Dick and Irene Lang contributed a 1995 Chevrolet S10 Pick-up to Saint Cecilia Parish. Title to the vehicle has been transferred and vehicle is insured for Parish use.
- New wall mounted lights have been installed on the east side of the Parish office building to provide additional lighting for the southeast parking lot.
- Job descriptions for parish and school administrative staff being reviewed and updated in an effort to familiarize us with position responsibilities, identify workflow patterns, and to discuss and identify opportunities for improved efficiencies.

Respectfully submitted,

Jerry Greving
Business Mgr.

*Parish members may obtain a copy of the financial report tables submitted with this report at the Parish Office.