

Saint Cecilia Parish Finance and Administration Commission regular monthly minutes

Date: February 10, 2009

Location: Conference Room

Members Present: Char Van Kerckvoorde, Jerry Greving, Father Nienhaus, Dorothy Sally, Joel Thilges, Rick Hoening, Tim Simodynes and Randy Dalhoff (chairperson)

Meeting started at 7:05pm.

Agenda additions:

Timing deposits of Gala revenues into Education Endowment Fund

Carpet donation

The Gala gross income is expected to be between \$200K and \$210K. Net income is still being calculated as bills are paid.

The Development Director's position description is being looked at by the Development Commission for possible changes. The Human Resources group is tracking down recruiting resources to better help find a person to fill the position.

The Human Resources group has submitted a report to the parish administrative staff concerning possible efficiency gains within the parish staffing. They will meet in three weeks to discuss again.

Parish staff involved within each Commission is being asked to help with the budget process. This week's staff meeting will discuss current and future budget issues.

Goal for the FY10 budget is to have it ready for Parish Council perusal at their May meeting.

Gala proceeds will be deposited into the Education Endowment Fund as available. First deposit will occur soon.

The parish is able to receive a large amount of donated little used carpet. Facilities group calculated that the parish could use 1300 square yards not counting classrooms. The donating company would lay the carpet for \$6.25/sq yd. Finance Commission okayed the reception of any amount of carpet the parish could possibly use in the near future. Some could be laid this summer in areas such as the offices, meeting rooms, etc.

The new security doors install in the link hallway are almost done.

Meeting adjourned at 8:02 pm.

Submitted by Randy Dalhoff