

## **Saint Cecilia Parish Finance and Administration Commission regular monthly minutes**

Date: April 14, 2009

Location: Conference Room

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

Meeting started at 7:02pm.

Based on income and expense estimates for the rest of the fiscal year, it appears that the income will cover expenses.

Monies in the Building Improvement Fund will be transferred into the Church Endowment Fund to replenish funds used to pay off the Building Project Phase 1 loan.

The Building Fund restricted account which is showing a negative balance will be “zeroed” in the near future.

Appropriate Gala Funds will be transferred to the Education Endowment Fund leaving enough monies for next year’s startup costs, current outstanding expenses and the immediate allocations to the BOE.

The negative amount in the Banquet Services restricted account covers some start up purchases, mostly linen table cloths, to be used when providing church oriented banquets. A volunteer group is managing this project.

The proposed parish budget was presented. Joel moved to accept the FY10 proposed budget as presented in its form at this April 14<sup>th</sup> finance meeting. Rick seconded. The motion carried unanimously. A summary of the budget will be given to all Parish Council members for approval. A more detailed budget is available to PC members upon request. It does contain confidential salary data.

The conversion of the staff PTO policy to a Vacation/Sick-leave policy was discussed. Finance Commission members should send comments on the proposed changes to Char and Jerry by the afternoon of Friday, April 17.

A parish appeal for Tuition Assistance funds will be made to fund the parish tuition assistance fund. This fund is used in special cases when STO funds are not available for a RE or School household needing financial assistance.

Meeting adjourned at 8:55 pm.

Submitted by Randy Dalhoff