

Saint Cecilia Parish Finance and Administration Commission regular monthly minutes

Date: August 11, 2009

Location: Conference Room

Members Present: Jerry Greving, Father Jim Secora, Rick Hoenig, John Nelson and Randy Dalhoff (chairperson)

Meeting started at 7:02pm.

Agenda additions:

Tuition Assistance

Rick is the new BOE representative to the Finance Commission meeting replacing Tim Simodynes.

Annual parish corporation meeting will be held before the next Parish Council meeting.

St. Francis room will be returned to being the parish library now that the bookstore is moved out. The room has been painted and carpeted.

Pricing to replace the broken concrete in the north plaza entrance to the narthex is being done. Payment of the project will be negotiated between the parish and the original contractor. The project is expected to be done this Fall.

Rectory/Office roof is to be replaced this Fall.

Father suggested that a small card displaying electronic giving information has been used successfully elsewhere for those parishioners who use ACH. Those parishioners can drop this card in the collection basket as a symbol that they are giving electronically. Also he spoke of displaying a Treasure Chest type box to hold Time and Talent Stewardship papers on which parishioners indicated their interests. No action was taken on the suggestions during this meeting. **Would the Development commission investigate these ideas?**

Discussing the Commission's goals and objectives was tabled.

The Gala committee wants to use PayPal for collecting contributions and payments. **John will work with them to make sure due diligence in its use is done. The Gala committee needs to produce a budget.** The electronic bidding system has already been contracted. In an effort to get better timeliness of Gala financial reports a separate checking account will be set up for its transactions. John will be overseeing much of this.

For parish tuition assistance an evaluation process based on the family's STO application will be used. **A policy needs to be developed for those families that have extenuating circumstances and need tuition assistance after the STO process is no longer available to them.** This year the school received approximately \$31K from STO funds. The committee was made aware that these funds may not continue in the future and a greater reliance on parish tuition assistance could happen.

The BOE budget is expected to be on target. Student enrollment came in as expected.

Long term school needs need to be reevaluated. **A request will be made to the Parish Council to reform the SEE committee in an effort to take another look at the SEE report.** The staffing, facility and budget information in the report needs to be looked at and evaluated again, especially in regards to falling endowment income and facility room needs. Need to have the budget projections done by December 31 so the parish wide budgeting can be done.

The Church Endowment investment policy needs to be reevaluated in this new economic climate. **Randy will contact Suntken for his involvement.**

Meeting adjourned at 8:28 pm.

Submitted by Randy Dalhoff