

## Finance Council

St. Cecilia Parish-Finance Council Meeting Minutes for Tues. February 16, 2016

In Attendance:

Mark Moore-Chairman	Char VanKerckvoorde-Bus. Manager
Cheryl Carlile-Finance Council Member	Tom Donner-Finance Council Member
Janet Brimeyer-Finance Council Member	Tricia Lenz-Catholic School Board Member
Kathy Ramirez-Parish Council	

Meeting called to order at 7 pm.

Char had a request from Joann Dalhoff that we write notes to RCIA candidates and put them in the collection basket at Mass or drop them off in the parish office.

### 1) Opening Prayer

Mark led the group in prayer. Reflection and discussion followed from Part IV, Stewards of the Church. At our March meeting we will discuss Part V, The Christian Steward.

### 2) Review & Approve January Minutes

Minutes from the January 16, 2016 meeting were reviewed and approved.

### 3) Old Business

#### a) Budget 2016-2017

Church fund revenues were increased in the budget based on needs of Faith Formation and other programs. There was concern about contributions being ahead of last year due in a large part to a large contribution in December. The parish is still trying to get school salaries in line with public school salaries and a flat percentage increase was requested. Staff salaries are based on performance reviews as well. School Board, Faith Formation and Youth Ministry have all worked to approve their budgets. There was discussion about TAXA as it is hard to budget for. Char will send out the formula for the TAXA calculation.

(Note: if Finance Council doesn't agree with something on the budget it goes back to committee and is reworked, back to Finance Council and then to Pastoral Council. The budget has to be approved by the Pastoral Council by the May meeting).

Mark and Char will go over the budget with Father before presenting to Pastoral Council.

#### b) Other Old Business

Discussion was held on getting staff with similar pay grades under Archdiocesan guidelines to actual similar salaries. Finance Council will recommend to Father to do an equity adjustment to get staff person to similar salary within the same pay grade.

Pastoral Council went along with the Finance Council's designation of the \$204,837 bequest. Finance Council decided to tithe 10% = \$20,484. The remainder \$184,353 will be

divided as follows: 1st Point Legacy Fund=42%, Catholic Foundation Designated Ministry Endowment Fund=42%, and Education Endowment=16%.

Pastoral Council approved two requests from the facilities committee: to replace the existing movable wall unit in the Social Hall for \$30,000 and to repair and clean the Narthex exterior for \$25,000.

#### **4) New Business**

Council reviewed the Facilities Expansion Planning Subcommittee recommendation. The Pastoral Council will be review and making recommendations on it.

Jeff Henderson from the Archdiocese has assembled materials for estate planning and has selected St. Cecilia Parish as one of two parishes for a pilot program. He will come to discuss the program on April 13 @ 5:30 p.m. He would like to have Finance Council and Planned Giving members at the meeting.

#### **5) Reports**

- a) Financial-Char gave us a January 2016 Year to date Narrative of Revenue and Expenses. Many things are better than budget. New staff has done a good job of being fiscally responsible. Char will move the bequest amounts to various funds before the end of February.
- b) Facilities- something always needs to be fixed.
- c) Parish Council- Father will be gone the next two meetings so they will have work sessions.
- d) Planned Giving-No report
- e) Technology – New website is up and is still a work in progress. Staff has had two training sessions
- f) Faith Formation – no report
- g) Catholic School- did not meet

**6) Finance Council closed with a Hail Mary and adjournment @ 8:47 p.m. The next meeting is March 15<sup>th</sup>.**

Submitted by Janet Brimeyer