

Minutes of the regular monthly meeting of the Saint Cecilia Parish Finance Committee

Date: March 13, 2007

Location: Saint Francis Room

Members Present: Father Nienhaus, John Nelson, Pat Halbur, Lisa Underhill-Schmidt, Duane Siepker and Randy Dalhoff (chairperson)

Meeting started at 7:02pm

John reviewed the February bank statements.

Pat moved that the February minutes be accepted and John seconded. Carried unanimously.

After Duane explained the tuition assistance request recommendations, Pat made the motion to accept the recommendations put forth by Duane and Jerry concerning six tuition assistance requests. Lisa seconded the motion and it carried unanimously. Of the six requests, two were funded and four were not. There is a feeling that if a family are not going to make some good faith effort in trying to pay for tuition, the parish is not likely to pick up the fees.

Jerry is on vacation. Following four paragraphs are from his written notes –

\$40K was transferred from the parish savings account to cover March expenses. The second part of the TAXA is paid. All payroll and invoices due while Jerry is gone have been taken care of.

There has been some more correspondence with the archdiocese concerning the parish audit. Report is now due to arrive at the end of February.

School staff PTO policy will be completed upon Jerry's return, before teacher contracts are handed out. Key issues that the archdiocese can support with legal case documents are:

Parish is allowed to change policies at any time with effective date as immediately

PTO time is not vested, so only used when sick, vacation, etc. (not owed until used)

Once policy is changed, accrued PTO is not paid out when someone quits, terminates, etc.

Parish will accumulate PTO up to 90 days to cover eligibility for Long Term Disability

The Church is now on a new Internet connection which is much cheaper than the older one that used to through AEA11. School is also on a similar separate connection for their Internet traffic.

The Finance Committee will need budget numbers for each department by next meeting. Jerry will work with Church, RE and YM, to bring some preliminary budget numbers. The School budget is pretty well in hand already and is holding to a flat budget for the next years. **A balanced budget for 2007-2008 is a requirement in that expenses are to be covered by normal income and not savings.** This could mean some cut backs in funding for the Church, RE and YM areas.

To make better use of Jerry's time, the possibility of having a hired or volunteered bookkeeper to do the clerical entering of figures into the church's financial system is a possibility.

Meeting adjourned at 8:15pm

Submitted by Randy Dalhoff