

Finance Council

St. Cecilia Parish-Finance Council Meeting Minutes, Tues., May 17, 2016

In Attendance:

Fr. Jim Secora	Janet Brimeyer-Finance Council Member
Mark Moore-Chairman	Joel Thilges-Finance Council Member
Tricia Lenz- Catholic School Board	Kathy Ramirez-Pastoral Council
Char VanKerckvoorde-Business Manager	
Nick Johnson-Guest (First National Bank)	
Don Rahn-Guest (First National Bank)	

Meeting called to order at 7pm.

- 1) Mark led the group in prayer with the prayer of St. Francis.
- 2) Don Rahn and Nick Johnson from First National Bank presented an overview of the investments and performance of the St. Cecilia Parish Endowment Fund. They are following the Finance Council's guidelines and generally using a buy and hold approach. The stock portfolio is invested in all sectors of the economy to mitigate risk. Fixed income investments are mostly bonds and certificates of deposit. Discussion was held about revisiting our policy to address investments in socially responsible funds. If money is needed they can adjust investments accordingly.
- 3) Minutes from the April 19, 2016 meeting were reviewed and approved.

Old Business

- a) Fr. Jim informed the Finance Council that Jarrett Wendt has been hired as the Pastoral Associate.
- b) Planned Giving Committee- Frank would like names of people to contact to help with Archdiocesan Pilot Program for Planned Giving.
- c) Development Director Position- Char sent Finance Committee members several examples of job descriptions and responsibilities for a Development Director or Director of Stewardship and Planned Giving. She will contact Lynn from the Archdiocesan Office who will give us the high and low amounts paid for the position and the numbers of Development Directors in the Archdiocese. Finance Committee members are asked to review the information so we can discuss at the next meeting when more members are present.

New Business

- a) Dawn Cowles will be moving to the school effective July 11. Char is looking for someone with good bookkeeping skills to replace her. The position is 35 hours a week. Abby Hanson is going back to school to get her nursing degree; her

position is open as well. Both positions will be advertised in the bulletin and possibly other sites.

b) Katie Patrizio has asked to increase the Assistant Faith Formation Director's (Elizabeth Stone) position from 20 hours to 30 hours per week effective July 1. Katie will be able to cover the increase in salary in her budget this upcoming year. Concern was expressed that increased funding has to be provided annually. Also, the budget for the next fiscal year was just passed last month and no mention was made for the need to increase hours. Char will send out Katie's plan to cover the cost for the increase in hours. No further discussion as we did not have a quorum.

Reports

- a) Financial-Char is reviewing accounts to make sure items are coded correctly. The Gala netted \$125,000. Proceeds will go to a school playground, overhead projector for the Oscar Romero room, Catechesis of the Good Shepard and Youth Ministry.
- b) Facilities-no report
- c) Parish Council-They would like Mark Hanson and Jeff Witt of the Facilities Expansion Committee to go over their outline. Catechesis of the Good Shepard and Evangelical Catholic were both approved. Evangelical Catholic will be reviewed on an annual basis.
- d) Planned Giving-no report
- e) Technology-is working on the database and an internet policy.
- f) Faith Formation-No report.
- g) Catholic School-They have hired 4 people. They are still looking for a head cook, assistant cook and kindergarten associate.

Closing and adjournment

Mark closed the meeting at 8:21 pm with a Hail Mary.

Next meeting is June 21, 2016 in the Sun Room.

Submitted by Janet Brimeyer, Finance Council Member