

Holy Family Parish
Finance Council Meeting Minutes
January 15, 2020

The meeting was called to order by Chairman Steve Hess at 5:00 pm at Holy Family.

In attendance: Fr. Ryan Pruess, Marie Dalzell, Steve Hess, Dave Kusek, Louie Paynter, Harry Schneider, Tom Will, Ellen Kant, Gail Kraig, Ann Kaiser

Opening Prayer: Read by the group.

Approval of Minutes: Dec. 12, 2019 minutes were approved. (Louie/Dave)

Additions to Agenda: Annual report statement – Harry

Financials: The financial statements for the period ending Dec. 31, 2019, were distributed and presented for review. Weekly collections year to date are \$37,000 ahead of budget. Net surplus year to date is \$291,000; \$136,000 over budget; \$13,700 ahead of last year to date.

We would like to clear out the Santa Rosa account – balance of \$11,000. Gail will contact the Sisters of St. Agnes to find out if they are still doing mission work there. If not, she'll check with the Archdiocese on how to handle those funds.

We currently are funding \$50,000 towards the SMSA Campus Ministry position and intend to drop the funding by 50% next year. After discussion, it was agreed to revisit this at year end.

Items for Discussion/Review:

- Joint Finance Council meeting at Presentation, Tues., Feb. 18, 5:30 pm (use side door)
- Presentation and Our Risen Savior Parish financial statements were distributed for review.
- Facilities Maintenance Committee budget priorities:
 - Cleaning & painting will be done at St. Mary's.
 - It was recommended to re-key all doors at St. Mary's.
- Fair Standard Labor Act – One employee's wages will be adjusted.

Parish Update:

- Budget Process - Holy Family, Presentation and Our Risen Savior will develop their own budgets for next year, then the three budgets will be merged together.
- Endowment Bylaws - Still waiting for review by Archdiocese. Gail continues to check with them. Fund balance is at \$202,000.
- St. Peter Lot - The lot is listed at \$11,900. Lot is zoned for a duplex. There is a deferred assessment of \$12,880 by the City of FDL. Discussion followed. It was agreed to drop the lot price to \$5,000.

- Stained glass lighting – Spring project
- St. Mary's restrooms – Renovations will start soon
- Church bell systems – Project is completed at St. Peter & Sacred Heart
- Mike McNamara is stepping down from the Finance Council. Thank you to Mike for his 44 plus years of dedicated service for St. Joseph & Holy Family. We will look for a replacement to fulfill Mike's term that ends 2020.
- We will be switching to Paycor starting April 1.
- Director of Parish Operations - Gail has announced that she will retire in February 2021. Ellen will be going up to 30 hrs/week as of February 1. Gail will begin training Ellen. Ellen's title will change to Director of Finance and HR in July. Current job descriptions will be revised.
- Gala Event – April 29. Contact Gail if attending.
- Staff/Pastoral/Finance Council Retreat – Sat, Jan 25, 8 am to 12 pm at Holy Family Hall

Annual Report: Harry stated concern that the financial narrative was omitted from the annual report.

Next Meeting – Tuesday, February 18, 5:30 pm at Presentation Parish Hall

Meeting adjourned 6:30 pm

Submitted by Ann Kaiser, Recording Secretary

Informational Purposes Only

Finance Council Position Appointment and Members for the 2019 – 2020 Fiscal year. 2019 – 2020 members of the Council and the year with their term expires: Mike McNamara (2020), Louie Paynter (2021), Marie Dalzell (2021), Dave Kusek (2022), Member of the Pastoral Council to be named (2020), Steve Hess Trustee (2021) and Harry Schneider, Trustee (2020). All Council members are eligible for an additional two year term. Ex-Officio members: Gail Kraig, Director of Parish Operation; Ellen Kant, Business Manager; and Ann Kaiser, Volunteer Recording Secretary.