

Holy Family Parish
Finance Council Meeting Minutes
August 16, 2023

The meeting was called to order by Chairperson Steve Hess at 6:00 pm at Holy Family Church – Clergy Meeting Room.

Attendance: Fr. Ryan Pruess, Chairperson Steve Hess, Trustee Finance Harry Schneider, Trustee Secretary Steve Michels Director of Finance Ellen Kant, Steve Gineris, Dave Kusek, Louie Paynter, Dave Reilly and Laurie Schlosser.

Excused: Paul Graham and Recording Secretary Ann Kaiser.

Opening Prayer: Read by the group.

Approval of Minutes: June 21, 2023 minutes were reviewed and approved. (Dave K. / Steve M.)

Financials: Ellen Kant reviewed the final fiscal year statement of June 30, 2023 and the one month statement ending July 31, 2023. The Year end results were approved by the committee based on a motion by Steve Michels and seconded by Steve Gineris to be submitted to the ARCH. Ellen will prepare the yearend report to be signed by the trustees for submission to meet the required deadline.

Year end Statement summary is as follows: Total Revenue of \$3,354,156 compared to budget of the \$3,079,030. Total expenses were \$3,392,382 and Net Income over expenses of the \$29,648. This was after Bequest and Unrealized Gains of \$44,065 and \$23,810. Ellen explained several building and grounds projects that were completed or showed major process during the year that were funded of operations and Capital Improvement funds.

Financial statements for one (1) month period ending July 31, 2023 were summarized as follows. Weekly collections year to date are \$231,737 ahead of Budget by \$17,737 and slightly ahead of same period last year. For the month total Revenue was \$253,287 compared to Budget of \$240,994, Net Income (Surplus) was \$77,180 or \$97,610 over Budget for the year. Ellen provided and reviewed with committee her Financial Highlights report for period ending July 31, 2023.

Ellen updated the committee on various ongoing projects such as: St Peter Improvement project, St. Peter and St Mary's Bell projects and ORS window replacement. In addition, review of current staff changes due to retirement and Pregnancy.

Endowment Fund Advisory Board meeting update: Dave Kusek, Secretary of the Board, updated the committee on the July 23, 2023, advisory board meeting. Fund Balance as of 6/30/23 was \$565,201. Principal Balance before gains was \$504,722. Board members change was noted. Maggie Moses term expired as was replace by Patrick Ellestad. The Board voted to meet one year until such time the Fund reaches is \$1.5 million in principal before funds can be used. In addition, Dave summarized various efforts the Parish will be doing to increase the fund balance over the next year.

Parish Updates:

- 1) Warming Shelter - Fr. Ryan informed the committee, HF will be sponsoring the Warming Shelter due do the former operator stepping away this year. With community support, individual donors, HF is in the process of the purchasing a building located on First Street that will be using as the shelter. We need to have this up and

operating by November. Fr. Ryan will update us as the project moves forward. Human Concerns department – lead by Erin Cobb and her staff will oversee the operation.

- 2) Advocap Inc. – Lease of Sacred Heart School has been signed and things are proceeding to get it up and running for the beginning of the School year. HF will continue to use the school at night for Christian formation etc.

Save the Dates:

- Trivia Night – 9/22
- Oktoberfest – 10/7
- Blue Mass (Honoring Police Officers – 10/8
- Living Nativity – 12/3
- Family Movie & Christmas Cookie Decorating – 12/16

Next Meeting: Wednesday September 20, 2023 HF – Clergy Meeting Room.

Meeting adjourned 7:15 pm.

Submitted by Harry Schneider, Trustee – Treasurer.

Informational Purposes Only

Holy Family Finance Council Position Appointment and Members

Members of the Finance Council and the year of their term expiration:

Louie Paynter (2025), Steve Gineris 2026, Paul Graham 2026, Dave Reilly (2025), Steve Hess (2024), Laurie Schlosser (2025), Dave Kusek (2026), Harry Schneider- Trustee Treasurer (2024) and Steve Michels-Trustee Secretary (2025)

Ex-Officio members: Ellen Kant, Director of Finance & Human Resources & Ann Kaiser, Volunteer Recording Secretary.