

Church of St. Michael
Finance Council Minutes
March 15, 2011
7 PM: Meeting in the Gathering Space

1. Opening Prayer: Fr. Dennis
 - a. Attending: Mark Wood, Charlie Weber, Fr. Dennis, John Frank, Jeri Jolley, Keith Boyer, David McMillan, Mike Kulhanek, Randy
2. Review and approved February minutes
3. Review and approval of February financial statements.
 - a. YTD P&L contribution are spot on, given the amount spent on maintenance items we are still in good shape.
4. Strategic Planning
 - a. John & Geri – CFC proposed dates of April 12th , May 3rd and June 14th at @ 7:00 p.m. following the Tuesday Mass.
 - b. All finance and council members to be at these meetings
 - c. We will have consistent facilitation throughout the meetings
 - i. Goal Objective – What do we need to do specifically in the future; Focus areas of the Church, goals/plans, etc. We have no solvency concerns.
 - ii. Vision – how do we get there?
5. Discussion of current maintenance.
 - a. Furnace – balance of the original quote at cost billed and paid from savings
 - b. Compressor still needs to be prepared
 - c. Ceiling tiles need repair – water coming in
 - d. Painting we have 3 or 4 bids out (canopy and beams are highest priority)
6. Discussion of maintenance fund establishment
 - a. Anonymous donor asked for their estate donation to be setup as a Maintenance Fund – to be named
 - b. Knights of Columbus will place profits going forward into the maintenance Fund from the Sunday breakfast sales
 - c. Many ideas were discussed on how to raise funds, special fundraising event, etc. We settled on collection

- d. Highest priority is in education and communication of the need for the maintenance to the parishioners
- e. Father Dennis to draft a letter to go to all parishioners to communicate the need for maintenance fund with the collection on the first Sunday as a second collection going to the fund (special envelope.)

7. Annual budget

- a. New approach – zero based, each department is responsible for building and submitting their budgets to Mark and will be responsible for explanation of variance to budget
- b. Mark has completed a prelim budget based on historicals as a guide (800k ballpark for 2011 – 2012 budget.)
- c. We will increase fees to more closely benchmark with surrounding parish fees for baptism, marriage, other fees.

8. Other business.

- a. We need Leadership from Finance and Parish Council to lead fundraising; many times we are last minute... Leaders need to step up early and take on lead roles for fundraising to help ensure they are as successful as possible.
- b. We need more bulletins – we agreed that all bulletins will be prepared with inserts just in case – in-other-words all bulletins will have inserts put in them when they are prepared before Mass, when inserts are necessary.

9. Adjourned at 8:30 ish..

Respectfully submitted by Mike Kulhanek