

Joint Pastoral & Finance Council Meeting Minutes

May 20, 2008

Attendance: Jeri Jolley, John Frank, Mark Wood, Brian Mickelson, Julie May, Dottie Knutson, Jim Steiner, Charlie Weber, Carolyn Parrot

Absent: Steve Gantner, Dave Johnson, Bill Schmelling, Fr. Dennis, Joe Hajduk

1. Mark Wood called the meeting to order at 7:05 PM and led the councils in an opening prayer
2. March 2008 minutes of the Pastoral and Finance councils were approved as submitted.
3. April 2008 and YTD financials were reviewed and approved as submitted. Items in particular noted were:
 - a. Contributions are projected to stay consistent throughout the remainder of the year.
 - b. Cash flow remains positive.
 - c. Building debt getting close to \$2.5 million.
 - d. Approximately \$3,700 early tuition payments have been received.
4. Audit Update: Jim Steiner to have draft of RFP ready for review at the June Finance Council meeting.
5. Accounting System Conversion Update: Carolyn has slated this as a June 2008 project. Jim Steiner to assist where requested.
6. 2008/2009 Operating Budget Update. Latest rendition of the budget reflects a budget deficit of approximately \$62 thousand. Discussion was held as to how to deal with this deficit. Expenses have been scrutinized many times and currently contributions have been forecasted to remain at 2007/2008 levels. Mark Wood offered to talk to the Parish community at the masses of an upcoming weekend and take a poll by a show of hands as to how many families would be willing to increase their weekly giving by \$3. A \$3 a week increase in contributions would make up the budget deficit if 400 families were willing to commit to this. We have approximately 400 actively giving families in the parish. After considerable discussion, it was decided to move ahead with the \$3 a week request.
7. Other Business:

- a. Cemetery – A discussion was held as to whether or not the cemetery financials should be included in the Parish financial statement audit, whether the cemetery financials should be under the direction of the Finance Council and the status of the cemetery plot records. After some discussion, it was noted the cemetery’s financials are not part of the Parish and thus will not be included in the Parish financial statement audit and should not be under the direction of the Finance Council unless the current by-laws were to be changed. As for the plot records, the cemetery Board of Directors may look to have the Parish assist in managing these records.
8. Adjournment at approximately 8:20 PM
 9. Next meeting June 17th at 7:00 PM

Respectfully submitted: Jim Steiner