

## **Finance Council Minutes**

**Wednesday, October 18, 2006 (as amended 11/15/06)**

**Present:** Eddie Yohon, Walter Leachman, Jeri Stromquist, Jason Ivy, Rick Stephan, Fr. Joe Muench, Ben Edelen, Tony Pescatore, Dan Bork, Chuck Garr, Ron Wedding, Julian Gorham, Bill Drane, Ryan VanDaniker, Jeff Keller, Trent Murphy

**Not Present:** Anne Peck, Cheryl Brieske, Eugene Fox, Ron Clasgens, Bernie Samuelson, Scott Vogt, Wayne Rickert, Joe Melody

Start Time: 7:35 AM

1. **Prayer** – Generosity Prayer
2. **Approval of Sept 27, 2006 Minutes** – Eddie Yohon’s name was corrected. Otherwise, minutes approved as published
3. **Priest House Update** – Ryan – 728 hits, 225 agent hits on website, 17 showings and 2 open houses and no offers. Estimate for total makeover is just under \$9K and 3 weeks time – from Ryan’s partner, with no profit being taken. Ryan believes that with the updates, the house might even sell for more. Council voted to accept the bid Ryan presented.
4. **Internal Controls** – Jason – Stakeholders are reviewing parish document. Expected completion should take a couple more weeks. School-side controls are documented. School process issues should be outlined and school finance council should review. Fr. Joe brought up the concerns that some groups might not be comfortable with implementing the new controls, and this should be considered.
5. **Financial Review** – Walter – Report received from Dc. Wakefield on our report. Jeri, Jason, and Fr. Joe will be reviewing prior to presentation to Finance Council. Expect to present next month.
6. **School Finance** – Dan – Met yesterday. School Council is reviewing multiple-child discounts on tuition, and implementing reduced discounts over a 4 year period. Expect to make recommendation to school board in November. Reviewed construction costs for 4 new classrooms – expect to be \$45K less than original budget. They are reviewing some late tuition payments. Fall Festival gross is approximately \$138K – compared to \$142K last year. We are still compiling expenses. Fr. Joe suggested considering respacing some of the tents to allow more compact spaces and possibly more parking. He also suggested we somehow provide some invitation to come to church.
7. **DAA** – Walter – Letter went out last week as a final appeal. We are still \$30K short.
8. **Financials Month End** – Walter – Offertory about 2.7% ahead of last year, but still running short of budget. Sunday evening Mass has not appreciably increased totals. Fr. Joe brought up that staffing levels needed to be evaluated to make sure that proper support and attendance at committee meetings is planned and implemented. Current staffing is short, but we are trying to hold off hiring due to expenses. Walter handed out chart on capital cash flow. Fr. Joe asked that an ad hoc committee be appointed to review A/R balances to determine how to reduce the liabilities. Jason volunteered to chair the committee, with Dan, Jeri, and Walter, and will schedule a meeting to address.
9. **Finance Council By-Laws review** – Jeri – Discussion of number of members was held. Purpose of associate members was validated. Suggestion was made to amend wording of ex-officio positions. Jeri will update document and present to council for approval next month.
10. **Grant writing** – Jeri – Eileen O’Malley was suggested by Fr. Joe to add to committee list. Jeff will contact her to bring her on board.
11. **Other – School Traffic** - David Carter submitted report on carpooling and traffic patterns. We need to create a letter to city board of adjustment by October 27 - Jim Gallimore - will be created reviewing traffic patterns. They may limit our enrollment or force other changes (like

a turn lane on Clays Mill). Ben recommended Bruce Simpson as an attorney. Jeri asked that Ben and Walter work with an attorney to address the issue immediately.

**Parish Stewardship report** – Walter passed out document and discussed presentation meeting schedule. Jeri asked that people sign up for helping out at the meetings with food.

**School Support** – Fr. Joe said that the diocese had developed recommendations for the amount of school support that each parish should provide. We fall within the norms developed by the diocese for amount of support, but the way the support is applied is different. School Finance Council will need to address and develop a plan for implementing. He also discussed the Partner in Faith concept, saying that in order to be considered a parishioner, a person needs to provide support of some level to the parish.

12. **Next Meeting** – November 15th 7:30 AM

End Time: 9:06 AM