

## **Finance Council Minutes**

### **Wednesday, January 18, 2006**

**Present:** Rick Stephan, Walter Leachman, Ron Wedding, Wayne Rickert, Jason Ivy, Scott Vogt, Julian Gorham, Ryan VanDaniker, Pat Fitzgerald, Dan Bork, Ken Sondag, Dave Wilhite, Tony Pescatore, Bernie Samuelson

**Not Present:** Ron Clasgens, Anne Peck, Cheryl Brieske, Eugene Fox, Bill Drane, Jeff Keller, Bill Greenwell, Jeri Stromquist, Ben Edelen, Chuck Garr,

Start Time: 7:35 AM

1. Prayer – Our Father, Hail Mary
2. Approval of Minutes – discussion on assistant principal’s position, compared with ‘assistant’ position. Dan explained that this was always the plan, but the description could have been done better. Minutes approved as published.
3. Financials Month end Dec 2005 – Walter reviewed budget numbers. Overall numbers are tracking to plan. Some items are a bit high or low, Walter is looking over the details.
4. DAA – We are still short \$46K. Bill decided not to send out the requests we had planned for December, hoping that February was a better time to send this out. Council suggested sending it very early in February.
5. Communication Sub Committee Status – Rick – Subcommittee met again in early December, are not sure what real role is. Ron reported that the parish council communications committee had received no input from any of the parish committees. Dan suggested that the web site have finance council put information there – also need to tie church and school web sites together. Rick will summarize the information to Ron, who will forward it on to Parish subcommittee.
6. Internal Controls Sub Committee Status – Jason reported that the committee had a kickoff meeting before Christmas for facilitators. A status meeting will be in February to determine progress. A goal was set for completion by end of this fiscal year so that next year will start off with the documented processes. Jason would like a volunteer to serve as consolidator of the various processes. A review committee will be set up to give the final product a review.
7. Mass Schedule Sub Committee Status – Jason reported that by December 3 ministry training date, very little interest had been shown in having a 4<sup>th</sup> Mass on Sunday. The committee will meet next week to determine steps to getting definitive position on having a Sunday evening Mass.
8. School Finance Update – Dan reported that enrollment at the school was greater this year than had been planned. When building was in progress, some costs skyrocketed, causing the decision to not build 4 scheduled classrooms. With expectation of even more enrollment in the '06-'07 school year, the space is now needed. Based on agreement from the school executive committee, Bill Greenwell requested approval from diocesan building commission to build 4 rooms. Tentative approval was received from the diocese, so contractor and architect have been apprised. Motion was made and approved to assign \$10K annually from the (now \$26K) net income of the pre-K funds toward the capital costs of the new building.

9. Debt Service and Capital Maintenance Reserve Fund – Dan brought forth a proposal to build a reserve fund toward planning for future uncertainties. Questions on this proposal can be posed to Dan by email. This item be discussed and decided upon at the February meeting of the Finance Council.
10. Budget time line – Walter submitted a schedule for this. School finance committee wants a draft by February 7. Budget forms will be distributed in late January.
11. Dreamstakes – Rick reported first meeting was held January 12, with most of last year’s core team. The event will be April 22 this year at Malone’s Banquets. 700 raffle tickets and 330 event tickets will be printed. Focus this year is on selling more raffle tickets while keeping the event as nice as in the past. We need additional help to broker and sell raffle tickets, and will start in early February.
12. Bulletin subcommittee - Met with J.S. Paluch, who made a good offer. Will meet next week with Diocesan Publications to entertain their offer.
13. Other Issues – Ken asked how Governor Fletcher’s suggestion to increase education salaries will affect us. Consensus was that there will be a lot of discussions with the end result gradually filtering to us, as we try to mirror the salary plan.
14. Next Meeting - Feb. 15th

End Time: 9:15 AM