

St. Joseph Catholic Church, Finance Council

January 23, 2019
6:00PM
Stone House
Church Street
Bowling Green, KY 42101

MINUTES

PRESENT

Fr Ryan Harpole, Deacon Conrad, Bayne Million, Suzie Cundiff, Steve Thornton, John Winstead

ABSENT

Fr Gary Clark, Claudia Valladares

1. CALL TO ORDER/OPEN REMARKS:

6:10pm. Opening prayer by Fr Ryan

2. APPROVAL OF THE MINUTES FROM (11-19-2018)

All were in favor of approval of the minutes.

3. ADDITONS TO THE AGENDA

No additions to agenda.

4. APPROVAL OF THE AGENDA

Financial report:

Council members reviewed November's finances. Jane had a spreadsheet and a comparison of the regular collections dating back to 2015 for the FC members.

(Copies attached to original set of the minutes)

Items discussed were:

We reviewed the bank account balances. Not included on the balance sheet were two other accounts.

1. Fr. Ryan informed the council that the Church was notified from Wells Fargo regarding the balance of an old account. The account was still in Fr. Stan's name. Fr. Ryan and Jane quickly addressed the matter and closed the account. The current balance in the account was approximately \$180K. This included some recent deposits. 100K will be marked for the Building Fund. To our knowledge, no one was aware that this account existed.
2. The 402K balance in an account with the Diocese.

Recap the Diocese Building Committee meeting:

Meeting was held on January 21, 2019. Fr. Ryan, Bayne and Joe Meyer attended the meeting. The historical tax credit for the Church and DeVries house was reviewed. It was agreed that Joe Schepers, structural engineer, and Bill Blincoe will make a site visit. That should take place in

the next week or so. Assuming that meeting goes as expected, the Council will make a recommendation to the Bishop, who in turn will decide in fairly short order.

Electronic giving:

Council members discussed about having the online giving cards redesigned to fit into the envelope holders that are in each pew at the church.

Jane provided amounts given since the start of this option.

<u>Total transactions:</u>	\$8,525.00	26 users	\$327.88 avg. /user	\$48.71 avg. /transaction
<u>One time trans.:</u>	\$3,089.00	9 users	\$343.22 avg. /user	\$162.58 avg. /transaction
<u>Recurring trans.:</u>	\$5,436.00	18 users	\$302.00 avg. /user	\$34.85 avg. /transaction

Rental income update on grey house:

429 Church Ave (grey)

Closed on this property on Nov. 20, 2018

Jane provided information, via email with her and SKY Property, regarding the expenses. Stating that the expenses incurred for Dec. were for Nov., when we did not own the property. For Jan., there will be expenses that we have to pay. We do not have checks from our new account, so these have not been paid. Therefore, we may see the expenses in Feb. and hope to be settled up after the month closes.

(Copies of email with Sky Property attached to original copy of the minutes)

All 3 units are currently rented.

Property manager is keeping the For Rent sign in the yard, to get names of potential for future tenants, if needed.

423 Church Ave (purple/brown)

Closing has been delayed. Owners are going through a divorce. Mike Reynolds states (via Steve Thornton) that the property will be closing soon. Once closing is final we will need to renew the lease with the current tenants. Spanish interpreter will need to be present.

*Mike Reynolds, attorney at law, will be handling the closings.

Form and meet with Building Committee:

Jerry Starkey

Mark Updegraff

Marybeth Conrad

Alfonso Casana P.E.

We will need to contact these members, and set up a meeting along with the members from the Diocese. All agreed that we will need to come up with a description for the roles of the committee members.

Parish Hall renovation: Fr Ryan

Discussed the options and bid proposal for this project. First bid is approximately 300K for an entire update.

Floors

Paint

Ceiling tile

Lighting

Appliances

Update bathrooms

Continue flooring to back hall entrance to the Church
Fr Ryan has met with a commercial kitchen designer and an interior designer. We agreed to ask SMD for a 2nd bid that is less than 300K. Once we receive bid # 2, we will vote on the best options for upgrade and value.

Other topics to cover:

Fr Ryan mentioned that we are now publishing the FC and PC minutes on the webpage. Council discussed the idea of posting a quarterly financial report, as well.

Generis update:

Steve McSwain has been conducting interviews with Parishioners and private donors. The initial report has been positive from the interviewees. Next week, they would like to post an online questionnaire to the entire Parish.

5. NEW/OLD BUSINESS

Old:

Jane provided information regarding the ongoing Atmos bill. It was explained that the bill is mailed to the school each month. The Church pays 25% of the bill. Payment is made directly to the school. Early last year, Atmos overbilled us and then for months there were credits on the accounts. Jane and Lisa (from the school) have worked to resolve this issue.

(Copies are attached to the original set of the minutes)

New:

Steve requested that all bank balance accounts be on the Banking handout for future FC meetings.

Fr Ryan and Bayne will meet with Building Committee members and define their roles for the renovation project.

6. ADJOURNMENT

Meeting adjourned at 7:17pm with a closing prayer by Fr Ryan.

7. NEXT MEETING DATE(S)

February 18, 2019 at 6:00pm. DeVries house library.