

# **ST. JOSEPH CATHOLIC CHURCH**

## **Finance Council Meeting Minutes**

**August 23, 2023**

**Members Present:** Fr. Ryan Harpole, Kathy Kemp, Bayne Million, Steve Thornton, and Chris Vowels

**Members Absent:** John Winstead

**Guests:** Sharon Luster (via telephone)

### **Call to Order**

Fr. Ryan called the meeting to order at 6:07 p.m. with an opening prayer.

### **Review and Approval of Minutes**

The first item on the agenda was a review of the July 25, 2023 meeting minutes. With no further discussion, Steve Thornton made a motion to approve the minutes with a second from Kathy Kemp. The Council unanimously approved the July minutes.

### **Review of July Financial Statements**

The Council next reviewed the July 2023 financial statements and notes prepared by Sharon Luster, Finance Director. For the month of July, total revenue was \$128k compared to \$105k last year, an increase of \$23k. Total expenses were \$80k, leaving net income for the month of \$48k. Notable items from Ms. Luster included the following:

- The regular offerings included a \$15.8k estate bequest, while the Diocesan Assessment expense included 10% of this amount
- The Diocesan reimbursement for the Director of Hispanic Ministry was not received in July, but it will be double in August
- The employer contribution rate for employee retirement increased from 7.8% of wages to 8.39%
- The Priest Retirement line item included the annual payment of \$6k
- \$2k was paid toward the annual workers compensation insurance expense, and Supplies for Parish Events included Marian Pilgrimage attendee payments.

Following a motion from Mr. Thornton and a second from Mrs. Kemp, the Council unanimously approved the July financial statements.

### **RENEW Updates**

Fr. Ryan and Bayne Million updated the Finance Council on various aspect the RENEW Project.

- Town hall meetings were held after last weekend's Masses where Fr. Ryan presented the vision for the Renew Phase II project (new office and meeting rooms). Approximately 20 parishioners per Mass attended, and everyone seemed positive about the new initiative.
- Based on the town hall meeting feedback, the goal is to present Renew Phase II to the Parish Council on August 30. There was a discussion of the timing and how to roll out

Renew 2. The Parish will need to have about \$1.6M in cash on hand (40% of the total project cost) in order to begin the project. Currently, the Parish has about \$800k on hand with about \$240k left to receive in Phase I pledges.

- The three lots corner on Barry Street earmarked for Phase II will need to be surveyed and combined into one lot, then the Parish can apply to have that property re-zoned for the proposed Parish office.

### **Parish Staff Updates**

- Jeff Wink, Maintenance Coordinator, will be out about six months on medical leave. Once he receives work clearance from his physician, he will be re-hired by the Parish. In the interim, Tommy Hermann has been filling in during Jeff's absence.

### **Real Estate Update**

- The Parish has agreed to purchase the property directly behind the rectory. The purchase price will be \$100k with \$75k to be paid in cash and the remaining \$25k will be an in-kind donation from the seller. The house on the property will eventually be demolished.
- Mr. Million will be attending a Planning & Zoning Commission meeting regarding the expansion of the maintenance building on September 14.
- The white house located in front of the school's art barn has been demolished, while the recently purchased house on the other corner is set for demolition during the school's fall break.

### **Other Business**

- The St. Joseph Cemetery Board has requested a special collection from the Parish. The Council recommended adding special collection envelopes twice a year.
- The annual Reverse Raffle fundraiser will be held on October 28. Two hundred tickets will be sold at \$100 each with a chance to win the grand prize of \$5k.
- The rectory is currently undergoing sewer and pipe repairs, which will be a general fund expense.
- Fr. Ryan will be giving a presentation on the topic of evil on August 27, and the next Stained Glass Concert Series will be held on September 24.

### **Next Meeting Date**

With Fr. Ryan leaving for vacation for a couple of weeks, the Council decided not to meet in September. The Finance Council will hold its next meeting on Monday, October, 2023, at 6:00 p.m. in the rectory.

### **Adjourn**

With there being no further discussion, Fr. Ryan adjourned the meeting with a closing prayer at 6:44 p.m.

Respectfully submitted,

/s/ Chris Vowels  
Secretary