



MEETING MINUTES

Finance Council Meeting for February 21, 2022 St. Sylvester Parish

PREPARED BY: Mark Burson

ATTENDEES: Fr John Kelly
Gilbert Edwards
Jim Kizer
Karen Pfister

Mark Burson
Jeff Arnett
Tom Pitts

Not Present
Javier Ruiz
Kathleen Beckman

Agenda Based Minutes

1. **Opening Prayer:** We opened the meeting with prayer.
2. **Previous Minutes:** Minutes for January 2022 approved.
3. **New member:** Karen Pfister introduced as new member to Finance Council.
4. **Reports for January 2022:**
 - **Balance Sheet:**
 - No comments or concerns.
 - **Profit & Loss Previous Year Comparison**
 - No comments or concerns.
 - **Profit & Loss versus Actual:**
 - Offertory (43101): Offertory collections is \$12,944 over the budget for month. It is \$16,000 over what we received last January with the same number of Sundays. It is almost \$44,000 over budget for the year.
 - Mark will go through the budget expenses line by line and realign each account with what is actually needed.
 - ROCK is over due to books costs going up and Socials is up due to several unbudgeted event.
 - Custodial Supplies are way over budget. Will look to see is using to many supplies that are not needed or is it justified.
 - Lay salaries needs to be increased due to increased hours for weekday custodian.
5. **CSA 2022:** We are almost half way to our \$150,000 goal with \$73,176 pledged and 138 pledges.

6. **Internal Review:** Jeff Arnett will review personal files, Gilbert Edwards will do annual inventory with Mark and Jim Kizer will review all invoices.

7. **Land Sale.**

- We have received the \$10,000 escrow. Closing window is Feb 25 to Mar 1.
- We discussed the possibility of using the proceeds from the sale to pay down the mortgage. Any money we put toward the mortgage will not be assessed by the Diocese. We discussed keeping the same payment while shortening the length of the loan.

8. **AC replacement:** The AC units serving the parish center are to be replaced. We will seal the units where air is leaking outside in order to keep them running until the Fall when we can shut down the PC for replacement.

9. **Lights:** Discussed switching out the lights system in the church for LED system. Mark will get a quote.

10. **Next Meeting:** Next meeting is scheduled for March 21, 2022, @ 5 PM.

11. **Closing Prayer:** We closed our meeting with a prayer.