

**St. Francis of Assisi Finance Council
Minutes**

February 8, 2017

A regular meeting of the Finance Council was held on February 8, 2017 at the Parish Office. Randy Miller called the meeting to order at 6:00 p.m. The following members were present: Father Dave Pleier, Tom Angst, Ken Brooks, Bill Censky, Bob Fricke, Jerilyn Gill, Denise Kitzerow, Randy Miller, Kate Reynolds, and Hank Sturm. Also present were Deanne Kuenzi and Pat Brandel.

1. Opening Prayer. Father Pleier provided the opening prayer.
2. Minutes. The minutes of the January 23, 2017 meeting were reviewed, and three amendments proposed. A motion was made and seconded to approve the January 23, 2017 minutes as amended. Motion passed.
3. Pastor's Comments:
 - a. Vision 2020. Father Pleier discussed the Vision 2020 leadership conference scheduled for February 17 and 18, 2017. It will be an advisory session. All members of the finance council are invited and urged to attend.
 - b. Revenue Increase. A goal of the Finance Committee must be to increase the parish revenue. Father Pleier asked the Finance Council to consider creative ways to accomplish this. There will be further discussion after the Vision 2020 meeting leadership conference.
4. SFA and Calvary Cemetery Financial Statements.
 - a. Deanne Kuenzi reviewed the January 31, 2017 balance sheet. The three lots donated for the parish, Roncalli High School, and Silver Lake College have been sold. The net proceeds will be reported when the transactions are completed. The January, 2017 Statement of income and expense shows monthly support of \$209,190, exceeding budget by \$30,000. Parish support YTD is \$1,361,072 which is \$12,000 below budget. Net income for the month is \$3008, compared to a budget of (-\$12,548). Net income YTD before the extraordinary income item of an estate bequest is (-\$89,177), compared to the budget of (-\$22,015). Net income YTD including the estate bequest is \$191,613. The Finance Council discussed whether an estate bequest should be entered as unrestricted contributions or as extraordinary income. The policy adopted at the December 14, 2016 meeting provides that bequests in excess of \$100,000 will be shown as extraordinary income under line 996.02. Otherwise they will be shown under line 4500, contributions development. That will be addressed again in the next budget. Deanne also explained what is included in the Purchases Services and Supplies categories of liturgical services, music supplies and worship supplies. The School revenue YTD is \$1,631,328 compared to \$1,640,915 in 2015-16. The School expenses YTD are \$1,652,043, compared to \$1,706,717 in 2015-16.
 - b. Ken Brooks reviewed the Calvary Catholic Cemetery & Chapel Mausoleum statement of financial condition for December 31, 2016 and the statement of financial income

and expense for July, 2016 – December, 2016. He will continue to work on the financial statements on a regular basis and provide the reports to the Finance Council.

5. Other items.

a. Pat Brandel suggested the Finance Council members be listed on the Parish website. It was agreed the names would be listed with a general email address through the parish for all communications.

b. Pat Brandel provided information on the giving trends for November through January for the current and last two years, comparing the amounts given and the number of giving units. The trend shows a reduction in the amounts given and in the number of giving units.

c. The Finance Council requests it receive a copy of the budgets for the School and for Roncalli High School.

6. Closing Prayer. The closing prayer was led by Randy Miller.

The next meeting will be on Wednesday, March 8, 2017 at 6:00 p.m. at the Parish Office.

Meeting adjourned at 7:30 p.m.

Respectfully submitted,

Kate Reynolds

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