

St. Francis of Assisi Finance Council Minutes
March 14, 2018

A regular meeting of the Finance Council was held on March 14, 2018 at the Parish office. Randy Miller called the meeting to order at 6:00 p.m.

The following members were present: Father Doug LeCaptain, Father Mark Mleziva, Ken Brooks, Bill Censky, Jerilynn Gill, Hank Sturm, Tom Angst, Randy Miller and Denise Kitzerow. Excused were Kate Reynolds and Bob Fricke. Also present were Pat Brandel, Steve Mirsberger and Deanne Kuenzi.

1. Opening Prayer. Father LeCaptain provided the opening prayer.
2. Minutes. A motion was made and seconded to approve the January 19, 2018 minutes. Motion passed. There was no February meeting or minutes.
3. Pastor's Comments.
 - a. Parish Annual Meeting: January 17, 2018 – No unfavorable comments.
 - b. Gather Books – Generally positive comments. Make sure reference is made to the numbering in the book during mass at least until parishioners become familiar with the books.
 - c. Mass Survey & Mass Change Announcement – No unfavorable comments.
 - d. Divine Renovation Ch. 6 Comments (not all inclusive):
 - Family aspect important
 - Tie everything to Church/Eucharist
 - Change is required and important and will be a challenge
 - Utilizing Alpha will be important
 - Parents will play a more important role
 - Must move from simply validating the sacraments to internalizing them
 - Like the readiness vs. age-based criteria of receiving the sacraments
 - Recipients of sacraments must meet basic criteria and understand expectations of the sacraments before receiving them
 - Parish must set the appropriate culture in the church. We are not there yet.
4. SFA and Calvary Cemetery financial statements.
 - a. Deanne Kuenzi presented the Parish Statement of Financial Position as of February 28, 2018 and the Parish Only Statement of Income and Expense for February 28, 2018. Deanne indicated that an additional \$20,000 of income will be booked for the Gathering Books that was initially missed. With this adjustment net income for the month is a loss of \$23,588 compared to a budget loss of \$32,525. Net income YTD is \$42,597 compared to a budget of \$25,548. This favorable YTD \$17,000 position relative to budget is primarily due to a large estate bequest (\$183,000), of which a portion is being used to pay for the Bobcat tractor (\$53,909) purchased the end of last year. The one largest YTD issue is a shortfall in parish support of \$60,000 relative to budget.

b. Ken Brooks commented on the Calvary Cemetary financial position as generally favorable. Statements were not available however will be caught up and presented at the April Finance Council meeting.

5. Vision 2020/Regional School Planning/Diocesan Parish Mission Planning Process

a. Discussions & Actions with Diocese & Meitler:

- SFA will not be negotiating with Meitler for planning purposes any further.
- Diocese however is negotiating with Meitler to lead a Regional School planning process. The objective is to investigate the feasibility of a K through 12 Regional School incorporating SFA, St. Peter the Fisherman, St. Mary, St. Michael, St. Gregory and Roncalli. Timing is to complete in 6 to 8 months.

b. Read Chapter 7 of The Divine Renovation for our next Finance Council meeting.

c. Pre-and-post St. Francis of Assisi Parish – delayed until we have more time.

d. Alpha

- We viewed a video on the concept of Alpha. It is a series of sessions exploring the Christian faith. It is designed to be an easy way for people to encounter Jesus Christ and develop relationships within the parish community. Each session lasts approximately 90 minutes and includes a meal, video and discussion.
- All members of the Finance Council were asked to select several options from a list of proposed dates to participate in an 11 session Alpha process. Return to Ruth Ann by March 31. An email will also go out requesting this.

e. The Finance Council suggests a communication go out to the parish to continue informing parishioners of the status of 20/20.

6. Budget Process

a. Unrestricted Estate Allocation (Acct. 450.02) – For the initial budget assume \$0 for this line item. We'll see where we are in balancing the budget then have a discussion of how much to include for this.

b. Endowment Fund (Acct. 130.01) – Deanne is to investigate with the Diocese whether we can use these funds as unrestricted and at our discretion. We would like to develop our own policy as to how these funds could be used going forward. There is no written policy today.

c. Assume no Vision 2020

d. Work with Mike Miller to determine a bare minimum capital budget.

c. Deanne will have a first draft available for the April Finance Council.

7. Properties

a. DVC Property Adjacent to Marshall Site – DVC has arranged asbestos removal and demolition to be tentatively done over the Easter Break when middle school is not in session. SFA will pay \$1 for ownership of the empty lot and leave it as green space.

b. SFA Menasha Lot – We will proceed to accept an offer of \$16,000.

c. Waldo Blvd. – The State assessment of \$8,300 has been validated by a third party. This will now go to the Diocese for approval.

d. Appraisals for all SFA properties have now been completed for purposes of Vision 2020 analysis

- e. St. Boniface Rectory – It was agreed to give a short term lease if we have a potential lessee.
- f. Central Office – We should consider accepting any potential offer to buy this property if it comes close to our appraised value.

8. Other Updates

- a. Human Resources Committee – Deferred until we have time.

9. Parish & School Development & Communications report. Randy Miller is going to email the February, 2018 report to all members.

10. Executive Session. No report.

11. Next Meeting: **April 11, 2018 at 6:00 p.m.** at the parish office.

12. Closing Prayer. The closing prayer was provided by Father Mleziva.

The meeting adjourned at 8:15 p.m.

Respectfully submitted,

Tom Angst

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