

St. John the Baptist Finance Commission
Minutes
January 20, 2016

Present: Chair Gary Horn, Bev Aplikowski, Ken Houston, Scott Johnson, Lesia Zownirowycz, Deb Case, Alan Gregerson

Absent: Gene Rezac, Patrick McCormack

Staff Present: Mark Dittman, Stacey Meyer

1. Opening Prayer – Lesia Z.
2. PLC Report – Lesia Z.
 - discussion on Maintenance items/Capital Projects (piping, school security, etc.); revisions of Parish Mission Statement; greeters at masses; and noted that the PLC minutes are on the website for review.
3. Financial Update –
 - ❖ Through December are running behind both budget and last year due mainly to lower Sunday giving and declining school enrollment. The deficit variance will need to be monitored.
 - ❖ Discussed reasons for the decrease in Sunday giving and declining enrollment – fewer donors; bigger donors passed away or moved; demographics-population getting older and fewer children; donors shifting giving to Capital to pay off debt.
4. 2016-17 Budget Process – Mark D.
 - a. Ann L. has started the budget process for school. Subcommittee consists of Ann L., 2 SAC members, Mark D., and 2 Finance Commission members (Lesia Z. and Deb C.). Tuition has been set for 2016-17 School Year -- \$125 increase from prior year. Enrollment budget for 2016-17 School Year is set at 270.
 - b. Started and will continue through April. Assume budget decrease in Sunday giving based on long term trend. Discussed new revenue possibilities – draw out of Parish Endowment or use portion of FallFest income for operating. Noted that Salaries are biggest part of budget.
5. Cash/Reserve Evaluation – Alan G. & Scott J. see spreadsheet
Investment subcommittee was appointed to look at reserves available (OSMG, capital and operating) & investments. Capital Funds Reconciliation spreadsheet developed. Meeting set up for Wednesday 1/27/16 to evaluate cash, dedicated funds and reserves – review CCF accounts; discuss how to replenish/build capital reserve; discuss status of debt payoff; discuss policy change on estate gifts.
6. Capital Projects – See Business Administrators Report for detail.
 - a. Lighting – Slide presentation given to parish regarding the project proposal on January 13. Project cost of \$190,000; funded by \$105,000 from FallFest income and \$85,000 from capital reserves. Direct donations of \$4,100 received. Decision to be made

whether to add another option or use as part of funding cost of original amount. A proxy request will be sent to Archdiocese. Finance Commission made and accepted a motion to recommend approval of the Lighting Project as presented on January 13.

- b. School Security – meeting took place with Staff leaders. Goal is to provide necessary security to school building based partly on Accreditation Report. Two options include set up vestibule areas or create barriers with doors in lower level. Cost for either option is estimated at about \$100,000 – to be paid with school reserves.
- c. Cemetery Columbarium. Plan to sign with Loucks Assoc for master planning. Project needs a business plan.
- d. Other – none discussed.

7. Announcements & Other Business

- a. Next Meeting – February 17, 2016
- b. Other -
 - ❖ Stewardship Coffee – Saturday January 23, 2016.
 - ❖ Spring Formation Day 2016 – Thursday April 14, 2016.
 - ❖ The Argument Club for Women will present a debate on the “RESOLUTION: Women and Men Should be Treated the Same in the Workplace” at St. John’s on Tuesday, February 2.

8. Closing Prayer – Gary H.