

St. John the Baptist Finance Commission  
Minutes  
January 21, 2015

Present: Father Skluzacek, Chair Gary Horn, Bob French, Chris Lieser, Ken Houston, Deb Case, Lesia Zownirowycz, Scott Johnson

Absent: George Weinberger, Gene Rezac

Present from the Staff: Alan Foley, Stacey Meyer

1. Opening Prayer - Alan

2. PLC Report – Chris reported on the December PLC meeting

3. Financial Update – Timely financial reporting has fallen victim to the transition to Parish Soft. Through November, relying on data coming from Logos, our old accounting system our net income was worse than budget by \$32,800. Our revenue was worse than budget by \$5,400, while our expenses overall were \$27,400 worse than budget.

A preliminary read on year end giving is very positive. December's budget was for \$197,200. Our actual giving for December will be more than \$250,000. Our giving for Christmas was less than budget by about \$7,000, but we typically get some additional Christmas giving in January.

The parish and more directly the school is benefiting greatly by the Medtronic/Covidien merger, with a significant number of parishioners giving Medtronic stock to benefit the church and school while avoiding a large tax hit.

4. Parish Soft conversion – Stacey reports that she and Michelle are managing this transition which so far is going well. Their focus has been on preparing and distributing year end giving statements, which parishioners need for tax filing purposes. The new system may enable us to send out communications to parishioners more efficiently.

5. 2015-2016 Budget – Phase one of the budget process is complete, with the recommendation of the School Budget Subcommittee last month. The budget schedule calls for completion of the school Operating budget in March and the Parish Operating budget in April, with submission to the Finance Commission for their recommendation to Father at the April meeting. The Capital Budget will be discussed at the Administrative Services Commission meeting in April, with submission to the Finance Commission for their recommendation to Father at the May meeting.

6. Subcommittee Reports

- Policy – Chris introduced a Conflict of Interest Disclosure Statement. Copies were provided to members. They were invited to read the document and get back to Alan or Chris with suggested changes, or to sign the document and return it to Alan. All members of the Finance Commission and the Administrative Services Commission, as well as all staff who make purchases or influence choices about purchases, will be asked to sign the disclosure statement.

- Cemetery – The Columbarium Implementation Committee will convene when Gene Rezac and Cemetery sexton Al Bauer return from Florida and Texas.
- Parish Revenue (Bob, Gary and Alan) – This is a key part of the overall budget process. There was discussion about the importance of examining closely the “one time” impact of the Medtronic stock gifts.

9. Announcements & Other Business

OSMG — The Lead Gift Committee has been convening and meetings with parishioners will begin shortly. We already have some lead gifts in place. The 3 overall chair couples are Greg and Jackie Schmitz, Dave and Marilyn Tucci, and Leonard and Rosy Huray. We are anticipating a 5 year pledge period, with special emphasis on debt elimination in the first 3 years.

Archdiocese Assessment – Father asked if we had approached the Archdiocese about reducing our expected Assessment. We have not.

10. Closed with Prayer (by Scott) at 7:25.

**Next Meeting – February 25, 2015 Note – this is the 4<sup>th</sup> Wednesday. The 3<sup>rd</sup> Wednesday is Ash Wednesday.**