

St. John the Baptist Finance Commission
Minutes
March 14, 2017

Members present: Gary Horn, Deb Case, Lesia Zownirowycz, Beth Robertson, Ken Houston, Gene Rezac,
Members absent: Alan Gregerson, Bev Aplikowski, Marian Briggs
Staff present: Mark Dittman, Stacey Meyer

1. Opening Prayer – Ken
2. PLC Report -- Gary summarized as follows:
 - Evangelization & Stewardship Commission – submitted “PLC Recommendation Form” with proposal regarding Parish Reporting – Financial and Other – for review and action
 - Mission/Vision/Value Statements discussion
 - Full minutes of PLC available on website.
3. Financial Review -- Gary
 - a. February Results – looked good; Sunday giving up compared to budget – good trend; expenses higher than budget – timing
 - b. Full Year Projection – see handout -- End of Year projection is estimated at a positive \$70 thousand – \$50 thousand due to a 1 time gift – \$30 thousand from FallFest earmarked for operating budget
4. Reformatted Bulletin Report Recommendation – Gary
Discussion of “PLC Recommendation Form” –
 - Financial information reformatted: break out school and parish; add some line item detail – best to keep format as a total consolidated; keep the monthly Sunday Giving information with Debt information included in monthly bulletin information
 - Other Data provided: parish member information, school enrollment information, sacrament information – could do something (periodically vs monthly); will look into how to best do this
 - Quarterly vs Semi-Annual Reporting – quarterly reports could be confusing due to timing issues, continue with 2x per year for now
5. 2017-18 Budget - - Mark
Preliminary Budget presented – additional work to do plus follow up; discussed certain budgeted items – salary increase, health insurance increase January 2018, allocations of expenses, increase in Sunday Giving, portion of FallFest proceeds for parish operating budget, portion of Wines to Wishes proceeds for school budget, school enrollment; present Final Budget for review and recommendation at April meeting
 - a. School – recommended a meeting with SAC/Finance subcommittee to review budget
 - b. Parish- Mark D requested a meeting with interested Finance member to review budget
 - c. Pre-School – to be looked at by SAC/Finance subcommittee
6. Cash/Reserve Evaluation – Gary
Evaluation of OSMG debt pay-down and adequacy of capital and operating reserves – subcommittee will meet and look at investment options – recommendations will be provided – defer until May meeting
7. Capital Project Update -- Mark
 - a. Cemetery Columbarium – Proposals/Bids for Plaza Construction (including cost of 2 footings done now for future niches) under consideration –
 - b. Other Projects –
 - Indoor Church Lighting – colored lighting specific to liturgical season – specific donors to cover some costs – additional \$3800 requested to finish project
 - Air Balance System -- \$8600 bid from Premier Test & Balance to do project
 - In Floor Heating System Pressure Test -- \$11550 bid to test the complete in floor system

***** Finance Commission made and approved a motion to accept the 3 capital project costs noted above for a total of \$23,950**

8. Announcements & Other Business -- Gary
 - a. Nominations – Marian Briggs new member; 3 members will have terms up this year – hope they will stay for additional term; vote on chair, vice-chair and PLC rep at June meeting
 - b. Next Meeting – April 18
 - c. Other -- none

9. Closing Prayer -- Gary