

St. John the Baptist Finance Commission
Minutes
May 16, 2017

Present: Bev Aplikowski, Marian Briggs, Deb Case, Alan Gregerson, Gary Horn, Ken Houston, Gene Rezac, Beth Robertson, Lesia Zownirowycz. Staff present: Mark Dittman. Guest: Fr. Michael Skluzacek, Pastor.

1. Opening Prayer – led by Fr. Skluzacek.
2. PLC Report – Gary referred to the PLC minutes, which are posted online.
3. Financial Review
 - a. April Results: generally positive.
 - b. Full Year Projection: we should end the year in the black.
4. Special Gifts

Motion: \$50,000 undesignated gift (now in operating income), \$10,000 estate gift, and the proceeds from FallFest 2016 should all be transferred to capital reserves in June, provided these funds are not needed to balance the actuals for the current fiscal year.

5. Development Position

Mark Dittman carried forward a recommendation from the Legacy Committee that the parish create a marketing/development position, shared between the parish and school, and fund it with school designated funds and parish operating reserves. The parish/school would commit to funding this position in this way for two years.

Father Skluzacek spoke in favor of the recommendation.

Motion: the Finance Commission expressed support for the position as described by Mark, including the means of funding. The 2017-18 operating budget expense and revenue should be increased to include this position.

6. 2017-18 Budget
 - a. School
 - b. Parish
 - c. Pre-School

Motion: Recommend adoption of budget as presented, with the following changes: Increase parish investment in school to create a balanced budget for the school, increase utility expense budget for both parish and school, and increase Sunday/Holy Day revenue to balance overall budget. (Changes for development position are in that motion, not in this motion.)

7. Cash/Investment Changes – Status
Changes will be made prior to June 30. Commission recommends that the \$35,000 CD balance be transferred to School Tuition endowment at CCF.
8. Capital Project Update
 - a. Cemetery Columbarium – on track. Savings on crane rental.
 - b. Phone System – in process
 - c. Bell Tower – recommendation forthcoming from ASC
 - d. Other Projects – Mark Dittman/ASC will produce list of projects pending and/or needing approval. Rectory heat and chapel airflow are higher priority items.
9. Officers. Motion: the Commission accepts Beth Robertson as chair for the coming fiscal year. We will need a vice chair.
10. Announcements & Other Business
 - a. Next Meeting – June 6
 - b. E&S Commission request RE more frequent and detailed financial reporting to parish. The Finance Commission's goal is to provide meaningful and appropriate financial information in a manner that will be read and understood by parishioners. It will continue to evaluate reporting to ensure the goal is being met. The Finance Commission supports reporting of other demographic or sacramental information and suggests E&S follow up on that recommendation.
11. Closing Prayer – led by Deb Case