

St. John The Baptist Parish Development Commission

Date: Tuesday, April 21, 2020
Time: 6pm
Recorder: Fran Davis
Location: Virtual — ZOOM

Attendees:

Mark Hammer	Gene Delaune	Fran Davis	Jen Livermont
Melissa Strunc	Ralph Arnott	Ed Robinson	
Linda Harmon	Bob Gabler	Fr.Paul	

Staff Representative: Fr. Paul Shovelain, Jen Livermont

Parish Mission Statement:

Bearing witness to Jesus Christ who is the Way, the Truth and the Life: Go. Make. Teach.

Theme for the Year: Inviting In

PDC Goal: Invite in to support

- **Opening Prayer**
- **Approval of February minutes ~All**
Mark made a motion to approve February minutes and the motion was seconded by Ed.
- **Parish Financial Update ~ Fr. Paul**
 - Expense reduction initiatives
 - Income raising initiatives
 - Current parish financial situation for April
 - Projected financial situation May, June, July
 - On-Line giving
 - CCF and SBA loan help
 - Specific Parish ask for financial help
 - How can PDC help
 - The PDC discussed the reports created by Mark D and Gary H. It was agreed that the financial picture needs to be as clear as possible so wanted to present current situation through March and projection through June.
 - The need to continue to do a rolling 3 month forecast projection was agreed upon to have the best possible idea of any financial issues that might be on the horizon. This can also highlight any specific areas of concern that could be addressed before they become an issue.
 - It was suggested that Fr. Paul co-author financial reports being presented to the parish...giving credit to Mark D and Michelle C for their work...as he is the SJB CEO.
 - CCF is offering financial assistance for all qualifying parishes/schools. Fr. Paul will be looking into SJB applying.
 - Linda H is spearheading an opportunity to reach out to SJB alum
 - We need PDC volunteers to lead an on line giving initiative.
- **Status of Development Associate position ~Fr. Paul. Delayed indefinitely**
- **Matching Fund update ~Bob Gabler**
- **Bob and Fran to create a game plan for matching employer funds around “Let no SJB school student be left behind because of COVID-19”**

- Bob to capture list of top employer match opportunities.
- Fran to contact Ann L to get listing of current school family employers to determine greatest opportunities.
- Bob/Fran to determine options to get message out to current and past school families, the parish at large and to any incoming families
- Bob/Fran to present first draft of matching gifts plan to Fr. Paul/Ann/ PDC by May 1.

- **Status of Legacy Launch** ~Fran. **Delayed indefinitely.**

- **Other pending projects. All of the projects below are being delayed indefinitely.**
 - Legacy Brochure
 - Gift acknowledgement process
 - Parish Soft program – can it process/produce info we need?
 - Status of LED lighting, Church ceiling scraping
 - OSMG pledge vs. actual