

St. John the Baptist Finance Commission Agenda

March 21, 2023

Minutes

Present: Melissa S, Kelly B, Marian B, Robin P, Dan B, Joe M, Pat C, Jim M, Dave T

Absent: None

Staff Present: Michelle Chock, Mark Dittman

1. Opening Prayer – Jim
2. Discussion question: How is Lent going for you this year? Some of us are spending more time with our families. Others are doing daily Lenten readings.
3. Hospitality assignments for the weekend of April 22/23
 - a. School Mass (K-grade 2) is 10:30am that weekend. Higher attendance anticipated. Saturday – Melissa, Dan, Joe. Sunday 8:30 – Dave, Robin, Jim. Sunday 10:30 – Pat, Marian, Kelly. Mark will be present after all three Masses.
4. Financial Review
 - a. Statements were reviewed.
 - b. Sunday giving trend – With so many parishioners utilizing electronic giving, the fees associated with these transactions have continually increased.

Motion: It was recommended to add the option for givers to pay a 3% fee on all credit/debit card electronic giving transactions.
5. 2023-2024 Budget was reviewed. The commission gave Mark some ideas to help get closer to balancing the budget. The plan is to approve a final budget at April's meeting.
 - a. Youth room renovation is beginning, and they would like the church to pay for carpeting and paint.

Motion: It was recommended to allocate up to \$10,000 from capital reserves for the carpeting and painting of the Youth Room.
6. 2022-2023 Goals – Committee reports
 - a. Cash/Investments (Robin/Joe) – The banking industry news was reviewed.

Motion: It was recommended to purchase insurance protection at Premier Bank for \$1,900 per million in excess of \$250,000.

Motion: It was recommended to ask North American Bank if insurance is an option. If so, we would execute the Bank Account transfers as proposed at tonight's meeting. If not, we would move the designated amount to Capital Reserve Short Term investments at CCF.

 - b. Forecasting/Cash Flow (Robin/Joe) No current update
 - c. Budget/Contingency plan (Melissa/Robin) No current update
 - d. Tuition Assistance (Dan) No current update
 - e. Capital project's structure (Pat/Kelly) – Michelle will send documents from our financial manual to help update the current draft.
 - f. Capital projects long term plans (Pat/Jim) – follow up from Mark/Pat Hinnenkamp review. No current update
7. Capital Campaign
 - a. The task force (Fr. Paul, trustees, Bob Gabler, Mary May, Mark Dittman) is recommending we sign with the Steier Group.

Motion: It was recommended to hire the Steier Group to provide a Feasibility Study for our upcoming Capital Campaign.
8. Updates:
 - a. Church interior update – Upcoming meetings with Egner Construction should give a better picture of how much the project will cost.
 - b. Chapel renovation is coming along nicely.
9. Closing Prayer – Jim

**Bearing witness to Jesus Christ who is the Way, the Truth
and the Life:**

GO. MAKE. TEACH.