

St. John the Baptist Catholic Church

Finance Commission

Meeting Minutes

September 19, 2023

- | Present | Not Present |
|------------|-------------|
| Kelly B | Dan B |
| Melissa S | Dave T |
| Joe M | Robin P |
| Pat C | Jim M |
| Marian B | |
| Mark D | |
| Michelle C | |
1. Opening prayer - Marian
 2. Question/theme for the evening – None this month
 3. Report from last PLC meeting – Marian gave a short summary of the June PLC meeting.
 4. Old Business
 - a. YE and Month financial statements were reviewed.
 - b. Sunday giving trend is encouraging.
 5. New Business
 - a. 2023-2024 Goals – see Goals Workbook
 - a. Tuition Covenant. Create tuition covenant that can be approved and implemented for the 2024-2025 school year. Dave, Dan. SAC.
 - b. PACE/PRISM template. Convert capital plan to PACE/PRISM template, if above the threshold. Pat, Jim.
 - c. Cash flow. Finalize and begin utilizing a cash flow template. Review annually. Robin.
 - d. Cash & Investment Accounts. Implement a timeline for semi-annual review of account performance & interest rates (Sept/Feb). Joe.
 - e. Capital Campaign Projects. Financial review of campaign projects. Melissa.
 - b. Tuition agreements – need solid draft by October meeting
 - c. Updates
 - a. Employee Retention Credit. Michelle will continue to call the IRS. Pat will contact Alex at CLA for guidance.
 - b. Capital Campaign, Restore to Gather was discussed.
 - c. Intrafi bank arrangement is up and running.
 6. Closing prayer - Marian
 7. Adjournment

