

Finance Council Meeting Minutes

March 30, 2017

Parish Center Library

Present: Father Bob, Bill Vande Voort, Patty Vande Voort, Roy Verstegen, Ryan Wirth, Kristin Ausloos, Jon Probst and Tim Wyngaard

1. Welcome by Bill
2. Prayer
3. Tim Wyngaard was assigned Minute Taker
4. Roy Verstegen was assigned timekeeper
5. Approval of Minutes
 - The minutes from the February 23, 2017 Finance Council meeting were reviewed. A motion was made by Roy Verstegen and seconded by Jon Probst to approve the minutes without modification. Motion carried.
6. 2017-2018 Budget Presentations-
 - Faith Formation - Tim Singler presented the budget for the Faith Formation program. The tuition budgeted for the current year was higher than the tuition budget for next year. There were 38 less students in faith formation than anticipated in grades 1-8. The parish subsidy for faith formation for this fiscal year should be lower than budgeted and next year's subsidy will be slightly higher than this year's budget. Tim indicated that the confirmation class for next year will be larger than this year. The tuition cost for grades 1-8 will stay at \$120.00. The First Communion sacramental fee will be \$35.00 this year. Tim provided a "wish list" for future consideration which included text books, technology, and family evenings. The family evenings have been a huge success and are currently sponsored by a donor but if the donor is not able to sponsor in the future, it would be important to keep the family evenings going.
 - Worship and Spiritual Life- Sister Annette presented the budget for Worship and Spiritual Life. The proposed revenues for the upcoming year are comparable to last year's budgeted amount after eliminating the restricted donations set up in last year's budget. The proposed parish subsidy is slightly less than the projected year end subsidy amount for this year. There is an increase in the development expense which relates to mentoring of the cantors. The environmental expense next year will combine some of the other expenses such as flowers, plants, fabrics so while that line item (line 29) in the budget is increased, the overall expense for this ministry is lower than what is expected for this year end. The wish list for the Worship and Spiritual Life ministry included the following:

Darboy Church: Ambry for Oils, Baptismal Font, Chair, and Plant Stands

Kimberly Church: Ambo, Crucifix (Paint Corpus and New Cross), Lighting to match Color of lights, Sound System including speakers and mics.

It was suggested that maybe some of the wish list could be completed through memorials or a capital campaign. Sister finished by saying that the renewal through all ministries is almost complete.

- Bob Buchinger and Tom Langenhuizen from the Building and Grounds committee presented their five year Capital Improvement Plan for the parish. Some of the items were for regular and continued maintenance but there were several major projects that need to be addressed sooner than later. The major projects in regards to funds needed include:
Kimberly Church Boilers, Parish Center Emergency Alert System, Replacement of Floor and Carpet extractor, Parking Space at the Parish Center, reserves for future parking lot replacement at the Darbo location, and ongoing contingency funds.

One of the boilers is older than the Kimberly Church with the other boiler put in with the building of the church in the early 1960's.

The Finance council asked the committee to meet to prioritize the items of main concern and give that update to Patty.

Discussion took place on how we wanted to raise the funds. Most agreed that a capital campaign would make the most sense with funds possibly available through the St. Francis Holy Spirit Future as a contingency. Everyone thought the parishioners would understand that most of these projects are needed and funds could be raised.

Patty is going to work on putting the Building and Grounds budget together and putting capital campaign funds raised in the revenue section which will be offset under the expenses by the same amount, therefore keeping the parish subsidy the same whether all funds are raised or not.

7. Update on Parish Tithing- Patty provided a one month report for February of parish tithing broken down by different ranges of donations. The council asked if the same report was available for the fiscal YTD from July 1st through March 31st. Patty said she would try to get that information for our next meeting.

Father also reminded everyone of the upcoming Leadership meeting on April 25th with Rich Curran. The parish and finance councils are invited to attend as are all the other committees. Information will be provided showing what is being done currently with the ministries. We are in the Information Phase now and looking to see if we can move to the Implementation Phase. Rich's initial agreement with the parish is coming to an end and this information will be important for future decisions. This should help us to figure how we are bringing members to the church.

8. Connections Article – Due April 10th- Bill will work on writing an article for the April Connections and send it to the Finance council team for their review prior to that. The February and March Connections articles were written by Tim and Jon in regards to the Bishops Appeal.
9. Stock to Charity – Ryan provided a sample information page in regards to gifting stock to charity and in particular, the parish. He thought providing the information to parishioners may be beneficial in that a gift to the parish may net them more savings than selling outright. Ryan was going to revise the information page to make it more customizable to Holy Spirit parishioners.
10. Patty did a quick review of the Parish balance sheet and income statement for the parish. Line 138 of the balance sheet shows a reduction in the net loss year to date of approximately \$24,000 which indicates we had positive net income in February which can be attributed to the Mardi Gras fundraiser. Line 85 of the Income Statement shows the contribution toward the school subsidy (\$24,999) which now shows the YTD Budget and Actual for the parish subsidy to the school to be in balance. Line 11 of the School Income Statement shows the funds received to date from Mardi Gras and Patty indicated that there had been some additional funds received in March.
11. Other Business- Tim did not have the Bishop's Appeal update for the current week but would get the information and add it to the meeting notes. **Update:** Through the week ending April 2nd, Holy Spirit has had 413 donations for a total of \$66,850.00. That puts us at 65% of our goal of \$102,284.00.

Bill wanted to set aside June 8th for the annual social for the Finance Council and their families. Please let him know if there are any conflicts.

12. Next Meeting Date: April 27, 2017 6:30 Parish Center Library
13. Motion by Roy Verstegen and seconded by Ryan Wirth to adjourn the meeting. Motion carried.

Meeting adjourned at 9:16 pm.