

Sacred Heart Parish Finance Council Meeting

PFC Meeting Minutes – January 21, 2016

PFC attendees - Tom Crowe, Malcolm Ducote, Niki Goodman, Jun Mendoza, Rudy Maranca, Ginger Martin, Lorenzo Perez, and Andy Stryk

Absent - Fr. Danny Ramos

1) Opening Prayer for the success of the Capital Campaign

2) Previous minutes – for December 17 meeting were approved as written.

3) Financials -

a) The December Financials were reviewed and approved. For the first 6 months of our fiscal year, our Profit & Loss Budget Performance statement showed that our net ordinary income of \$92K was about \$36K below our budget of \$128K.

b) The November & December bank reconciliations were reviewed and approved by Jun Mendoza. The October reconciliations were not available and will be reviewed at our February meeting, along with January.

c) Creating some confusion on the December Balance Sheet was the \$958K balance shown for our account at The Catholic Foundation. TCF only reports our balance on a quarterly basis and that \$958K balance is actually from September 30, over 3 months old. Because of fluctuating stock market values, that balance changes on a daily basis. An updated figure for December 31 should be available at our February meeting.

d) Any maturing CDs at Green Bank will be renewable at the new rate of 1.25% for one year. We do not want to use any longer terms than one year.

4) Update from Capital Campaign Committee

a) At the present time, we have received pledges totaling about \$2.4M from about 348 families. Families that have not yet pledged will be invited to join the campaign at any time and everyone will be urged to continue paying on their existing pledges. Presently, about \$451K has been collected on those pledges, against our target of \$912K.

b) About 880 letters with pledge cards were mailed on Nov 24 to parishioners who were not included in our September mailing. There was a disappointing result, as those 880 letters resulted in only 3 new small pledges so far.

5) Update from Parish Pastoral Council –

a) A parish leadership meeting is scheduled for Feb 9 at 7:00PM and the entire Parish Finance Council is invited to attend..

6) Old Business

- a) Our new “Online Giving” button is now active on our parish website, operated by Vanco Services. About 15-20 parishioners have already begun to use this convenient form of electronic donation. Ginger will work on a bulletin insert, foyer monitor message, and email notice, all to be publicized in February and continued on a regular basis. We will also encourage parishioners to include their envelope number on their checks, to assure better accuracy of annual totals and to reduce extra work performed by our Monday counting teams.
- b) Andy is preparing a grant request to submit to The Catholic Foundation for the purpose of funding the relocation of our historic church, in preparation for construction of our new sanctuary. There is a January 26 deadline for our submittal and it was completed on Jan 19.

7) New Business

- a) A cordial meeting was held on December 23 with our next-door neighbor, Mr. Tim Schaeffer, regarding the problem of our rainfall runoff flowing onto his property. We agreed to consider his request to install a small concrete curb along the eastern edge of our driveway to redirect some of our runoff water back onto our property and the ditch at Hickox Road. We obtained two bids for installing that curb and repairing a small section of our west driveway (behind the historic church). B&B Concrete Sawing bid \$5,900 and JZ Concrete bid \$2,450 for both items of work. We agreed to select JZ Concrete based on their lower bid. After Andy verifies their references, they will do the work as soon as possible.

8) Unresolved Issues for future meetings –

- a) Harry Rivera has secured two (2) different proposals for roof repair over the classroom areas. Andy and Tom will schedule meetings with both companies to better understand the problem and their respective solutions to the problem. The Finance Council will then make a recommendation to Fr. Danny regarding the issue.
- b) The PPC previously recommended that the Finance Council allocate funds for the upkeep of the playground. Weeds need to be controlled with weed block and mulch. Perhaps our BSA troop would be interested in this for an Eagle project?
- c) The effectiveness of our use of PDS, the Parish Database Software, was briefly discussed. Ginger Martin has discussed this item with the PPC and a subcommittee has been appointed to work on this problem over the next several months.
- d) The problem of noise transfer between rooms 2 & 3 was discussed. Some type of movable decorative sound-proofing is needed in front of the two sets of double doors, perhaps a heavy hanging decorative tapestry.

9) Next Finance Council meeting is Thursday, February 18 at 7:00PM -

Council meetings are scheduled for the third (3rd) Thursday of each month, unless moved due to Holidays.

Minutes by Tom Crowe

Approved – February 18, 2016