

# Sacred Heart Parish Finance Council Meeting

## PFC Meeting Minutes – December 17, 2015

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

### **1) Opening Prayer for the success of the Capital Campaign**

**2) Previous minutes** – for November 19 meeting were approved as written.

### **3) Financials -**

a) The November Financials were reviewed and approved. For the first 5 months of our fiscal year, our Profit & Loss Budget Performance statement showed that our net ordinary income of \$83K was about \$8K below our budget of \$91K.

b) The October & November bank reconciliations were not available for review and will be reviewed at our January meeting, along with December.

c) Creating some confusion on the November 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. Because of fluctuating stock market values, that balance changes on a daily basis. A more accurate guesstimate for November 30 of about \$998K was provided by Ginger.

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 330 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 \$330K 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. Information on additional pledges from those 880 mailings should be available for our January meeting.

### **5) Update from Parish Pastoral Council –**

a) The effectiveness of our use of PDS, the Parish Database Software, was briefly discussed. Further discussions are necessary in this area, especially based on information gathered during the Capital Campaign. 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.

b) 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.

## **6) Old Business**

- a) Our new "Online Giving" button is now active on our parish website, operated by Vanco Services. About 10 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 January 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) John Sharp from St. Michael's in Garland performed a security audit of our buildings and prepared various recommendations. Instead of purchasing the recommended security cameras or key-card access locks, we decided to simply lock the back doors on each building. This will allow entrance only thru a single door, but egress thru any of the remote doors.

## **7) New Business**

- a) Welcome to Malcolm Ducote, a newly appointed member of the finance council.

## **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) Further discussion is needed on the problem of our rainfall runoff flowing downhill onto our neighbor's property. Tom reported that during the weekend rains, the northern half of the parking lot was draining properly down the driveway and probably does not need the previously proposed concrete curb. Some action is needed along the southern half of the parking lot. A small ditch along the property line is probably the simplest solution, with a small section of concrete curbing possibly needed.
- c) 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?
- d) 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.

## **9) Next Finance Council meeting is Thursday, January 21 at 7:00PM -**

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

Minutes by Tom Crowe

Approved – Jan 21, 2016