

Sacred Heart Parish Finance Council Meeting

PFC Meeting Minutes – May 19, 2016

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

1) Opening Prayer - for the success of the Capital Campaign

2) Previous minutes – for April 21 meeting were approved.

3) Financials -

a) The April Financials were reviewed and approved. For the first 10 months of our fiscal year, our April P&L Budget Performance statement showed that our net income of \$153K was about \$38K below our budget of \$191K. That \$38K shortfall is partially due to an unrealized loss of \$27K in our expansion fund at The Catholic Foundation, as of March 31, 2016.

b) The February bank reconciliations were reviewed and approved by Jun Mendoza.

c) The April bank reconciliations were not available and will be reviewed next month.

d) Because the balance in our Inwood checking account is now over \$215K, it was agreed to transfer some of the excess into a CD later this month.

4) Update from Capital Campaign Committee

a) At the present time, we have received pledges totaling over \$2.4M from about 351 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 \$544K has been collected on those pledges, against our target of \$912K for sharing with the Diocese. There was a recent bulletin insert about the Capital Campaign.

5) Update from Parish Pastoral Council –

a) Angie Ernst is returning to work for SHCC as our Safe Environment officer.

b) We approved spending up to \$500 for food for the June 3 feast day party.

c) The Parish Leadership Retreat will be held on June 11 at Montserrat Retreat house.

6) Old Business

a) The PPC previously recommended that the Finance Council allocate funds for the upkeep of the playground. One of parishioner Karl Freeman's sons in our BSA troop performed that work on April 23, with the parish paying for the materials.

7) New Business

- a) We installed concrete curbing to minimize our storm water runoff to our next door neighbor recently and he was pleased with the results. Now, a second neighbor has requested us to install additional curbing. We decided to hire a surveyor to shoot some elevation grades around our property and parking lot to help decide what we should do about more curbing. The cost will be under \$7,000 for Roane Surveyors.
- b) For the recent Bishop's Annual Appeal, the overall Diocese reported a 16% participation rate, with SHCC at 29%.
- c) Effective Dec 1, we will need to begin keeping payroll overtime records for all employees that are below the \$48K annual exemption limit.

8) Unresolved Issues for future meetings –

- a) There is a need for additional parking spaces, especially at the 10:30AM Sunday mass. The building committee will investigate whether any of the future parking planned for our new sanctuary can be installed on an early schedule.
- b) 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. Some information is already posted on the foyer display screen and our parish website. Ginger will work on a bulletin insert and email notice to be publicized in April and May, then 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. We will also investigate a mobile phone app for donations.
- c) The 10:30AM mass on Feb 7 had an overflow crowd of about 510 people. There were not sufficient chairs, so it was agreed to purchase about 50 additional chairs. There needs to be a decision on where to store these extra chairs and what style of chair to purchase.
- d) A new leak has appeared in the main sanctuary during the recent rains. It is located at the bottom of the front right window, above the organ area. Rather than a roof leak, it appears to be at the bottom of the window frame, but needs professional repair.

9) Next Finance Council meeting is Thursday, June 16 at 7:00PM -

Council meetings are normally scheduled for the third (3rd) Thursday of each month.

Minutes by Tom Crowe

Approved - June 16, 2016