

Sacred Heart Parish Finance Council Meeting

PFC Meeting Minutes – October 20, 2016

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

Absent – Rev. Danny Ramos and Ginger Martin

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

2) Previous minutes – for July 27, Aug 18, and September 7 meetings were approved.

3) Financials -

a) Financial statements - The September financial statements were reviewed. For the first 3 months of our fiscal year, our September P&L Budget Performance statement showed that our net income of \$66K was about \$24K above our budget of \$42K.

b) Bank reconciliations – The June bank reconciliations were approved in the annual audit. The July bank reconciliations were taken for review by Rudy Maranca last month and were approved tonight. The August bank reconciliations were reviewed and approved tonight by Jun Mendoza. The September bank reconciliations were taken home by Jun and will be reported next month.

4) Update from Capital Campaign Committee

a) At the present time, we have received pledges totaling over \$2.4M from about 350 families. We have collected \$737K as of September 30.

5) Update from Parish Pastoral Council –

a) nothing to report

6) Old Business –

a) The 10:30AM mass on Feb 7 had an overflow crowd, with a total of about 510 people present. There were not sufficient chairs, so it was agreed to purchase 75 additional chairs. Those new chairs were received last week and will remain in classrooms 2, 3, 4. The old chairs will be stacked in classrooms 2 and 3 as there is no alternative storage area. The older chairs will be used for the overflow seating for masses as necessary.

7) New Business

a) We discussed the difficulty of scheduling our summer July meeting, due to vacations and the crunch of year-end fiscal reports. We decided that we should not hold a July meeting in future years.

b) Preliminary results of the October 9 parish festival were discussed. It was decided to wait until all the expenses have been tabulated before releasing the final results.

c) Inventory control system – we decided not to pursue any formal ID tagging of our table and chair inventory. We will continue to emphasize our policy of not allowing parishioners to borrow tables and chairs for private parties off-site.

d) We discussed the advantages of modifying our weekly church bulletin to include a permanent new page, in place of the numerous insert pages presently being used. The new page will provide more space for upcoming events and permanent reminders for the use of donation envelopes, online giving, estate planning, etc.

8) Unresolved Issues for future meetings –

a) We discussed plans for a financial report from the pulpit, perhaps Stewardship Sunday, to discuss our annual AUP report, Vanco online, use of envelopes, etc. This will wait until after the festival due to the many announcements upcoming related to the October festival.

b) The September bank reconciliations need review.

c) Our new “Online Giving” button is now active on our parish website, operated by Vanco Services. About 30 parishioners have already begun to use this convenient form of electronic donation, with about \$4K donated in September. We need to investigate a mobile phone app to increase the convenience for these donations.

9) Next Finance Council meeting is Thursday, November 17, at 7:00PM -

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

Minutes by Tom Crowe – approved November 17, 2016