

Sacred Heart Parish Finance Council Meeting

PFC Meeting Minutes – June 15, 2017

PFC attendees - Rev. Danny Ramos, Tom Crowe, Malcolm Ducote, Niki Goodman, Rudy Maranca, and Ginger Martin.

Absent – Andy Stryk and Jun Mendoza

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

2) Previous minutes – for the May 18 meetings were approved.

3) Financials -

a) Financial statements - The June financial statements were reviewed. For the first 11 months of our fiscal year, our June P&L Budget Performance statement showed that our net income of \$ 261K was about \$106K above our budget of \$155K.

b) The January bank reconciliation has not been reviewed yet.

c) The February, March, and April bank reconciliations were taken home by Rudy for review by Hun Mendoza.

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 about \$1,019K as of April 30. All additional collections beyond \$912K stay 100% with our OPOPOF fund. After the Diocese share is paid out, our present net for SHCC is \$563K at TCF.

b) Including our share of the OPOPOF fund, the separate Expansion Fund, and our savings and CDs, we have about \$2,300K available for our new expansion project, cash in hand, with \$100K excess for operating expenses. We also have about \$1,200K in uncollected pledges, for a future grand total of about \$3,500K.

5) Update from Parish Pastoral Council –

a) The 2018 Parish Festival is scheduled for Sunday, Oct 8. Festival Chairman John Holacka is looking for someone to volunteer an assistant chairperson.

b) The parish leadership retreat will be held on Saturday, June 17, at Montserrat.

c) Additional lighting is requested for the driveway entrances and the plaza area. This need will be included in the new Master Plan.

d) The Sacred Heart Feast day potluck dinner will be held on June 23.

6) Old Business –

a) We agreed that the old storage shed near soccer fields should be removed due to its poor condition, with the roof damaged by recent winds.

7) New Business

- a) 2017-18 Budget – The budget for next year will not be approved until the August meeting, so that we will have a full year of operating expenses to compare.
- b) New water leaks have occurred in room 4 during recent heavy rainstorms. We should get quotes for repair, but it may be best to wait for the permanent roof replacement in several years, because the leaks are only causing cosmetic damage.
- c) We are adding a new scanner for recording weekly donation checks directly into the PDS system. Eliminating the need to make Xerox copies of them all.
- d) For the 2017 Bishop's Annual Appeal, we received pledges of \$52K against our goal of \$50K. However, we have only collected \$34K as of the end of May, so we are still \$18K short.

8) Unresolved Issues for future meetings –

- a) Our new "Online Giving" button is now active on our parish website, operated by Vanco Services. We need to investigate a mobile phone app to increase the convenience for these donations. Also, Vanco has advertising material that we might include as a bulletin insert.
- b) Nancy Hampton requested to replace all the folding metal chairs in the Dunlop Building with new stackable plastic chairs, similar to those recently purchased for the multi-purpose building. We are still evaluating various chair options.
- c) We agreed to put our 2007 church bus up for sale, after considering our limited usage of the bus (only 14,000 miles in 10 years). Andy Stryk has listed the bus for \$25K with the Diocesan Communications Director and contacted several Catholic schools.
- d) Andy presented a list of various maintenance projects necessary over the next year. Several minor items have already been completed. The paper recycle bins are only bringing in less than \$200 annually and are in the way of the new parking lot, so we recommend their removal. This will be discussed with the pastoral council. A new larger metal storage shed is being considered as a replacement for many of the smaller sheds. The new shed is on hold until its location can be verified with the architect's plans for the rear parking lot.

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

Finance Council meetings are normally scheduled for the third (3rd) Thursday of each month. Note that the July meeting is cancelled due to conflicts with the annual audit schedule. The August meeting might get rescheduled to August 24, based on the audit timing.

Minutes by Tom Crowe – approved Sept 27, 2017