

# Sacred Heart Parish Finance Council Meeting

## PFC Meeting Minutes – October 19, 2017

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

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

**2) Previous minutes** – for the September meeting 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 \$31K was about \$31K below our budget of \$62K.

b) The Sept bank reconciliation were reviewed by Jun and approved. The August reconciliations have not been reviewed yet.

**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 \$1,152K as of Sept 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 \$696K at TCF. We also have about \$1,200K in uncollected pledges.

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

a) The 2018 Parish Festival was held on Sunday, Oct 8. Final results will be available next month, after all receipts are turned in.

**6) Old Business –**

a) We have a new paper recycling program with Moore Disposal that will accept cardboard and paper. They will pay us twice yearly, contract forthcoming.

b) The old storage building between the ball fields is being emptied and dismantled by Harry Rivera and Fred McCorkle, due to its dilapidated condition.

c) Recent audit (AUP) findings were discussed and we are working on those minor issues for next year.

**7) New Business**

a) We agreed to modify the Finance Council Policy and Procedures Manual to change the term limits of Finance Council members to “serve at the discretion of the pastor, with no set terms”.

b) We agreed to stop sending weekly donation envelopes to a large number of parishioners who use them for less than \$100 annually. If any of them complain, they can be added back to the list.

## **8) Unresolved Issues for future meetings –**

- a) Our new “Online Giving” button is now active on our parish website, operated by Vanco Services. Vanco has advertising material that we might include as a bulletin insert. They also offer a “Go Text” app that might be useful for donations from parishioner’s smartphones. About 20 families are presently using the online giving button, which is only available from the parish website.
- 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 and will order some soon.
- 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 and has permission from Celia Colbert, the Diocesan CFO, to contact Catholic schools and parishes.
- d) Andy presented a list of various maintenance projects necessary over the next year. Several minor items have already been completed. 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.
- e) Water leaks continue to occur in the kitchen and room 4 during heavy rainstorms. We might 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.
- f) We need to consider establishing a Legacy Society/Circle, as recommended by TCF, to acknowledge certain large donations as they are received throughout the years.
- g) The soccer field goals need to be relocated and the softball diamond might be removed.
- h) Two cemetery plots have been donated and are being advertised for sale in the church bulletin.
- i) We need to develop contracts for ongoing periodic maintenance items, such as HVAC filters, fire extinguishers, defibrillator batteries, etc.

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

Finance Council meetings are normally scheduled for the third (3<sup>rd</sup>) Thursday of each month.

Minutes by Tom Crowe – Approved Nov 16, 2017