

Sacred Heart Parish Finance Council Meeting PFC Meeting Minutes – May 17, 2018

PFC attendees - Rev. Danny Ramos, Tom Crowe, Rudy Maranca, Ginger Martin, Jun Mendoza, and Andy Stryk

Absent – Niki Goodman and Malcolm Ducote

1) Opening Prayer - for the success of the Capital Campaign and the Gospel of John

2) Previous minutes – for the April 19 meeting were approved.

3) Financials -

a) Financial statements - The March and April financial statements were reviewed. For the first 10 months of our fiscal year, our net income is about \$334K, which is about \$92K above our budget of \$242K.

b) The bank reconciliations for March and April need to be reviewed.

4) Update from Capital Campaign Committee -

a) Our expansion fund account at TCF was about \$1.1M as of March 31 and is invested in the TCF Ultra-Conservative Portfolio, which earned about 4.6% in 2017.

b) We have received pledges totaling about \$2.5M from about 350 families. As of April 30, we have collected about \$1.4M, or about 56% of the total. This is invested in the TCF Conservative Portfolio, which earned about 10.1% in 2017.

5) Update from Parish Pastoral Council –

a) The Amazing Parish conference in Dallas several weeks ago was sponsored by The Catholic Foundation and was attended by Father Danny, Deacon Jack, Nancy Hampton, Ginger Martin, and Andy Stryk. The main 3 items they focused on were prayer, leadership, and evangelization. Although our parish is already amazing, we will strive to become even more amazing. The next step will be the development of a parish leadership team.

6) Old Business -

a) Tom had requested last month that SVDP be added to our online donation button. After discussion with Vanco, it was determined that this is not possible due to separate TIN numbers for IRS purposes.

b) The replacement of the skirting on the Dunlop Building with Hardi-Board planks has been completed. The labor was donated by a parishioner, Armando Gonzales, with the materials cost of \$5,300 paid for by SHCC. We agreed to send a thank you letter to the Gonzales family.

c) The Q1 results for March 30, 2018 (Q3 of our fiscal year) were published in the May 12/13 bulletin for our parishioner's information.

7) New Business -

- a) For our online giving option, Tom obtained new pricing info from Vanco. He suggested that we switch over from our \$25 monthly plan to a new zero cost monthly plan and also add a \$5 monthly plan for smartphone texting. This change was approved and we will get Jeanine Bartolo to modify our contract details with Vanco.
- b) We agreed last year to put our 2007 church bus up for sale based on our limited usage of the bus (only 14,000 miles in 10 years). We have received no acceptable offers from other diocesan parishes or parochial schools, so we are now advertising it for public sale. We agreed to try parking it on our property near Hickox Road with a "For Sale" sign on it.

8) Unresolved Issues for future meetings –

- a) The "Online Giving" button is active on our parish website, operated by Vanco Services. Vanco has advertising material that we might include as a bulletin insert.
- b) We need to develop contracts for ongoing periodic maintenance items, such as HVAC filters, fire extinguishers, defibrillator batteries, etc.
- c) We have a new paper recycling program with Moore Disposal that will accept cardboard and paper. They will pay us twice yearly, contract forthcoming.
- d) Andy is developing a master list of contractors for the SHCC staff to use for various services.
- e) There was a discrepancy of \$363 in the amount of checks in our deposit that was handled by Loomis at the beginning of January 2018. Andy will pursue this question to determine where the error occurred, how many checks were involved, and notify the affected parishioners.
- f) We discussed the possibility of creating a new "SHCC Benefactor's Society/Circle" to acknowledge certain large donations as they are received throughout the years. We discussed a draft set of guidelines and agreed to continue to work on the details, with more discussions next month. A decision is needed on the name for this program.
- g) We need to develop a budget questionnaire to document the needs by each department for next year's budget, to identify specific items needed, rather than just a repeat from last year. Ginger agreed to work on this.
- h) Most of the 2017 minutes have been posted to the website, but still waiting for March 2017 to be posted, along with the first 3 months of 2018.

9) Next Finance Council meeting - Thursday, June 21, at 7:00PM -

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

Minutes by Tom Crowe – Approved June 21, 2018