

# Saint Christopher Parish Finance Council

## Meeting Minutes

### January 21, 2020

**Members Present:** Ron Lease (Chairman), Jim Vesely, Jim Delaney, Fr. John Sasse, Laura Zakrzewski, Ken Kenyon (Secretary) & Ryan Hartberg (Parish Leadership Team)

**Called to Order:** at 5:16 PM

**Opening Prayer** by Father John.

**Approval of minutes from 11/19/19:** Moved by Jim V., Second by Father. Passed.

**Vision Document** Ryan Hartberg reviewed the development of our Parish Vision statement “One parish family, fully alive in Christ”. The purpose is to provide clear direction for Parish activities and groups.

The document includes details on the Core Values of:

- Radical Commitment to Charity (Caritas)
- Intentional Mercy
- Boldness in the Holy Spirit

Also included is a description of the Areas of Focus:

- Prayer
- Growth
- Permanence
- Protection of what is good, true and beautiful
- Independence/Financial Stability
- Being a good neighbor

The next steps include setting goals, objectives, strategy and tactics, then developing metrics and accountability/responsibility assignments.

Ryan asked for feedback on these proposals. We noted that Worship did not seem to be included.

**P & L Update Summary:**

Thru 12/31/2019	Actual	Budget
Total Income	\$375,742	292,300
YTD expenses were as follows:		
Salaries	97,397	115,249
Fringe Benefits	46,785	54,374
Liturgical	10,717	9,046
Administration	25,389	22,909
Operations & Maintenance	31,277	33,972
Rectory Expense	3,479	2,291
Religious Ed K-8	6,384	5,268
Youth Ministry	2,473	2,556
Adult Faith	-566	4,002
Outreach/social services	3,589	6,324
Depreciation	0	0
<b>Total Expenses</b>	<b>226,924</b>	<b>256,001</b>
<b>Net Income</b>	<b>148,818</b>	<b>36,299</b>
Other Expenses		
Parish Assessment	21,142	18,120
<b>Net Income after Assessment</b>	<b>127,676</b>	<b>18,179</b>

Net Income is much higher than planned for several reasons: Unfilled staff positions caused lower salary and benefit expense, we received several unplanned donations, and the Priests for the Future Rebate was above plan by \$7,600.

Christmas tree donations from Ottman's were increased this year at our request. Moved by Jim V. that we send \$200 to Ottman's in appreciation. Second by Jim D. Passed

Laura has provided a listing of the Restricted Funds that we have to Father and he will bring it to our next meeting.

We have excess funds in the Money Market account and the checkbook. Moved by Jim V. to add \$100,000 to the Aquinas fund and put \$100,000 in a CD. Second Ken. Passed.

We received a \$100,000 donation to use as we wish. Moved by Jim V to designate this for the Building Funds, and put it into a CD. Second Jim D. Passed.

Moved by Jim D to put the balance of the Money Market into a CD. Second by Jim V. Passed

Father reported that James Carrano has found a grand piano for a very good price which would provide better sound and a less obstructed view from the balcony.

**Contributions charts:** A small increase in the offertory and E-tithing contributions seems to be occurring.

**Parish Center:** The parish has received a \$9,000 grant from the Diocese for improved security. Bob was working with a security consultant, but has not provided a proposal, so another consultant has been contacted and visited the Parish today.

**North Tower Roof/Interior Painting:** Work is completed at a cost of \$16,500 so painting can begin. The painting quote is \$6,600, but we want to do it in steps so we need new quotes.

**Lawn Mower Maintenance:** It will be taken to McFarlands at Sauk City, where we purchased it, for maintenance.

**Snow Blower:** Bob Shunk has been using his own snow blower, but it broke down. Ron will purchase a snow blower for the Parish. Ken recommended tagging our equipment to avoid future confusion about ownership.

**Motion to adjourn:** Moved by Jim V. Second by Father. Adjourned at 7:03 PM

**Next Finance Council Meeting:** Tuesday, Feb. 18, 2020 at 5:15 pm in the Fireplace Room.

Respectfully submitted,  
Ken Kenyon  
Secretary